

**MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL
AT THE COUNCIL OFFICES, BELLHOUSE LANE, ON THURSDAY 6TH OCTOBER 2022**

Present Councillors J McQuillian (Chair), B Davies, R Fisher, R Hignett, D Hockenhull, Ms W Johnson, Mrs J Marsh, Mrs L Williams, Mrs H Speed and C Worsley

In Attendance Colette Fellows, Clerk and Responsible Financial Officer
Also in attendance Pat Burch Assistant Clerk

Action

- 85.** It was **resolved that** apologies for absence from Councillors S Brooks, M Browne, Ms S Chisholm, and Mrs L Fernyhough be accepted.
- 86. Dispensation Requests**
No dispensation requests were made.
- 87. Disclosures of Pecuniary and Personal Interests**
Cllr H Speed declared an interest in item 94b on the agenda and Cllr B Davies declared an interest in item 97.1
- 88. Minutes**
Resolved that the minutes of the Resource Committee on the 1st of August, the Recess Committee on the 18th of August and the Planning Committee on the 2nd of September be approved as a true record.
- 89. Correspondence Miscellaneous**
St Wilfrids Church have sent a thank you for the grant donation for the Jubilee plaque, which will be on display in a few months' time.
- 90. Information for Noting**
- a) The Parish Council is now a member of CHaLC at a cost of £980.02. (ref 49/22)
 - b) The Air Filtration unit has now been delivered at a cost of £974.25+vat. (ref 46/22)
 - c) The grant application with the Lottery Fund for Noticeboards and Benches to mark the Platinum Jubilee was not granted (ref 53/22)
 - d) A donation of £50 has been made to the Woodland Trust to offset any carbon emissions for the gas used to light the Beacon. (ref 33/22)
 - e) The Estates Committee met on the 13th of September 2022.
 - f) The Clerk has attended a General Power of Competence course run by CHaLC at a cost of £25.
 - g) Peel Holdings advised WBC that an upgraded vessel for the route across the Manchester ship canal down Ferry Lane has been purchased. The new boat has been operational since August.
 - h) The Resource Committee met on the 1st of August 2022, in addition to the published schedule of programmes.
- 91. Update on Local Policing Issues by PCSO Sharon Perrie**
PCSO Sharon Perrie attended the meeting and reported the following crime statistics:
- Anti-Social Behaviour (ASB) Incidents 3
 - Burglary 1
 - Criminal Damage 0
 - Road Traffic Collisions 2
 - Theft – Shoplifting 1
 - Theft 4

Sharon is looking at starting up the Neighbourhood Watch Scheme meetings again in person. Communication is still happening through Cheshire Alert. Sharon will contact the Clerk if there is interest.

92. Expenditure to date

The Clerk presented the 'expenditure up to end of September 2022'. The 'on target' expenditure for month 6 was 50%.

- Parish Council expenditure was running at 42%
- Walled Garden expenditure was running at 50%
- The overall figure was 44%

93. Accounts for Payment

Resolved that the accounts for payment totalling £24,994.41 be approved

93.1 Additional Bank Account for Reserves

The FSCS (Financial Services Compensation Scheme) deposit protection limit is £85,000 per authorised firm. The Clerk asked members to consider opening further bank deposit accounts under a different banking license for the current Parish Reserves. It was **resolved that** two further deposit accounts be opened to spread the risk for both parish Council Reserves and Walled Garden Reserves. **CF**

94. Requests for Funding

A request for funding has been received from the following: -

- a) Grappenhall and Thelwall Royal British Legion (see attached). It was **resolved that** £300 be awarded.
- b) 3rd Thelwall Guide Group for a Trip to Norway (see attached). It was **resolved that** £500 be awarded.
- c) Tony Dixon Volunteer Litter Picking Group (see attached). It was **resolved that** £288 be awarded.

CF

95. Resource Committee

The following items are recommendations for approval, which were resolved at the Resource Committee meeting on the 1st of August 2022.

95.1 Apprentice

The Apprentice Bradley Lowe has now completed his Horticulture course and has left to pursue a career in the industry. The Gardener Manager (Graham Richardson) and the Clerk asked members to consider employing Bradley on an ad-hoc basis for cover purposes only. It was **resolved that** if all normal avenues for cover have been exhausted (Outreach Officer and current Caretaker) then Bradley will be contacted. Included in the Walled Garden staffing budget is holiday cover pay for up to 10 days (80 hours), this includes when the current caretaker covers for the Gardener Manager.

The Walled Garden Warden has subsequently resigned, and Bradley Lowe has taken over the role of Warden/Caretaker.

95.2 Mobile Phone Use

The Clerk currently uses her personal mobile phone for work purposes. The office phone is on divert to the Clerk's mobile and she often receives out-of-hours calls from Park Caretakers, Walled Gardens employees, and Councillors. Communication between the Clerk and members has evolved with text/WhatsApp messages being a more effective way of communication. The Clerk asked members to consider a monthly contribution. It was **resolved that** The Clerk would receive a monthly contribution of £20 from August 2022. This will be paid monthly in the Clerk's Salary as an expense.

95.3 Additional Workloads

Due to an unexpected increase in workload, the Clerk asked members to consider outside support for a temporary period. Members acknowledged that workloads were unusually high, due to a tender process for the Walled Garden and governance work. **It was resolved that** additional support would be granted for a maximum of 8 hours per week, at £11 per hour, and would be reviewed at the next Resource meeting on 8th November 2022 if the support was still required and had not already been terminated. It was **resolved** to adopt.

96. Governance Update

The Chair and Clerk updated Councillors on all Governance work and Auditor recommendations.

96.1 Terms of Reference

The Terms of Reference for the Planning Committee have been received and it was **resolved** to adopt.

96.2 The Investment Strategy and Reserves Policy

The Investment Strategy and Reserves Policy was presented for discussion and approval. It was **resolved** to adopt the policy.

CF

97. Parish Warden/Environment Teams

Lymm Parish Council have contacted all Parishes that declared a climate emergency in the Borough, (17 in total), to meet up to discuss and share ideas and tips. Lymm Parish Council are happy to host. The invitation is extended to Wardens/Clerks and working party and climate committees. It was **resolved that** members of the CEC (Climate Ecological Committee) along with the Clerk and Parish Warden would meet up to discuss and share ideas.

CF

97.1 The Climate Ecological Working Party

The CEWP is currently a Working Party. If this party is to continue, then members needed to consider forming a 'Standing Committee' (a permanent Committee with no delegated responsibilities, functions, makes recommendations to the Council etc). Members would need to be mindful that taking on another committee would require formal agendas and minutes. It was **resolved that** the CEWP becomes a Committee.

CF/MB

97.2 Energy Performance Certificate

Cllr Brian Davies requested members to consider a Commercial Energy Performance Certificate. The certificate and report would be a starting point for any energy efficiency improvements the Council may wish to make. The cost of the certificate and report would be £285+vat. It was resolved that three quotes would be obtained.

CF

98. Mike Biggin – Services to the Parish Council

The Parish Council wishes to record a huge debt of gratitude for the dedication and hard work freely given to its residents for over sixteen years by Mike. His achievements have included campaigning for better footpaths, walking provision, safer roads, and improved quality. The Clerk will write to Mike Biggin to thank him on behalf of the Parish Council.

CF

98. Consideration of Planning Applications

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

Chair

Clerk