

**MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL
AT THE COUNCIL OFFICES, BELLHOUSE LANE, ON THURSDAY 17th NOVEMBER 2022**

Present Councillors J McQuillian (Chair), M Browne, B Davies, Ms S Chisholm, Mrs L Fernyhough, R Fisher, D Hockenhull, Ms W Johnson, Mrs J Marsh (from 7.55 pm onwards), Ms L Williams and Mrs H Speed.

In Attendance Colette Fellows, Clerk and Responsible Financial Officer
Also in attendance were two members of the Thelwall History Group.

Action

119. It was **resolved that** apologies for absence from Councillors R Hignett, C Taylor, P Warner and C Worsley be accepted. No apologies were received from Cllr Brookes

120. Dispensation Requests
No dispensation requests were made.

121. Disclosures of Pecuniary and Personal Interests
Cllr B Davies declared an interest in item 10 on the agenda, a request for funding from RBL.

123. Minutes
Resolved that the minutes of the Parish Council Meeting on the 20th October were approved as a true record and received the minutes of the Planning Committee on the 3rd November and the Resource Committee on the 8th November 2022.

124. Information for Noting

- a) The Parish Council Staff attended at First Aid Course at Safety Central on the 30th October.
- b) The Website will be taken over by Parish Council Websites.co.uk at a cost-saving of 48%.
- c) The SAAA (Smaller Authorities Audit Appointments) has appointed PFK Littlejohn as our External Auditor for the next five years.
- d) The National Joint Council (NJC) had agreed to a £1925 pay rise on all SCP pay points for local government workers as of 1st April 2022. This will be back paid in November.
- e) The UK Living Wage has increased from £9.90 to £10.90 from 1st April 2023, this will be paid to the Park Caretakers.
- f) The Chains of Office have been returned from Fattorini after being engraved.
- g) Councillor Contact information update was emailed to all Councillors prior to the meeting

125. Update on Actions from Previous Meetings

Agenda Item	Action Point	Lead	Update
2021-221	Scribe Accountancy Software	Clerk	Pending the new financial year 2023/2024
2022 - 46	Livewire Investment repayment	Clerk	Planning to hold an AGM but have not yet set a date. They have a report we want to bring to the AGM but it is not finalised yet, They are waiting for partners to provide us with some financial information. Once they have this and the final report date will be set. They have to give 2 months' notice of the meeting and all investors will receive an official invitation.
2022 - 93.1	Additional two bank accounts for reserves	Clerk	Pending

126. Update on Local Policing Issues by PCSO Sharon Perrie

PCSO Sharon Perrie was unable to attend the meeting, but reported the following crime statistics:

- Anti-Social Behaviour (ASB) Incidents	1
- Suspicious activity	2
- Burglary	0
- Criminal Damage	2
- Road Traffic Collisions	0
- Theft – Shoplifting	0
- Theft	2

127. Expenditure to Date

The ‘on target’ expenditure for November (month 8) was 66.6%.

- Parish Council expenditure was running at 57%
- Walled Garden expenditure was running at 69%
- The overall figure was 61%

Utility costs are being monitored and reductions are being made for both the Walled Garden and Parish Council Offices to help combat growing gas/electricity costs.

128. Accounts for Payment

It was **resolved that** the accounts for payment totalling £ 25445.97 be approved.

129. Requests for Funding

A request for funding was received from the RBL (Royal British Legion) to help fund the road closures for Remembrance Sunday Parade, due to the route change for 2022. It was **resolved that** a donation of a further £352.56 be awarded. The Clerk will write to the RBL in response to the letter received.

CF

130. Governance Update.

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

131.1 PKF Littlejohn External Auditor Agar Section 3

We received notification that the AGAR cannot be completed before mid-January. The supporting documentation is displayed on our website and noticeboard.

‘We are unable to complete our review work on the AGAR and supporting documentation as a result of correspondence received in relation to 2021/22 and/or prior years. Once we have finalised our review and completed any additional work arising from that correspondence, a final report will be provided with the certificate of completion detailing any qualifications and ‘other’ matters. Our fee note for the limited assurance review will be issued when we certify completion’.

131. Thelwall Local History Group.

The Thelwall Local History group attended the meeting and invited the Parish Council to get involved with the forthcoming occasion to mark Thelwall being a ‘city’ since 923 making it 1100 years old in September 2023. Thanks to ‘Edward the Elder.’

It was **resolved that** Cllr Wendy Johnson would attend the forthcoming meeting on the 30th November at the Royal British Legion. The Clerk will check minutes from the years 1923 and 1973 as to how the Parish Council was involved.

WJ/CF

132. Fir Grove Hotel and Change of Use

Councillors Browne and Speed updated the meeting on the temporary acquisition of the Fir Grove Hotel Grappenhall by the Home Office, to accommodate Asylum Seekers for an initial period of twelve months. A meeting has been arranged by the Councillors for local residents to provide information and address any concerns.

133. Notice Boards

The Notice Boards in and around Grappenhall and Thelwall need replacing for varying reasons. The Clerk presented cost estimates at the meeting. The following new Notice Boards are required: -

1. Parish Council Offices
2. Barley Road
3. The Quays Community Centre
4. Broad Lane
5. Library
6. Weaste Lane (new location)

The Grant request from the National Lottery Fund was not successful for the second time. The proposed Weaste Lane Notice Board is still waiting for written confirmation from WBC, due to location. They have agreed in principle. It was **resolved that** all Notice boards will be replaced at a cost of no more than £7k+vat and a possible new location for Quay's notice board to a more prominent position be looked into.

CF

134. Barley Road Trees Outside Shops

There are five trees that appear to be damaging the walkway with their roots. The Clerk presented three quotes for varying ways in which to deal with the problem.

- Flags only to be levelled
- Flags levelling and trees cut back
- All trees taken out and flags repaired

Cllr Hockenhill has requested that further investigations are needed as to who owns the land. Cllr Hockenhill would like the Clerk to check the facts around the planting of the trees many years ago. It is believed that the Parish Council only funded the project.

CF

Chair

Clerk