

MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL AT THE COUNCIL OFFICES, BELLHOUSE LANE, ON THURSDAY 16th MARCH 2023

Present Councillors J McQuillian (Chair), B Davies, M Browne, Ms S Chisholm, Mrs L Fernyhough, R Fisher, B Hignett, D Hockenhull, Ms W Johnson, Mrs J Marsh, P Warner, Ms L Williams, C Taylor and C Worsley.

In Attendance Colette Fellows, Clerk and Responsible Financial Officer
Beverley Doward, Assistant Clerk

Action

205. It was **resolved that** apologies for absence from Councillor Mrs H Speed be accepted.

206. Dispensation Requests
No dispensation requests were made.

207. Disclosures of Pecuniary and Personal Interests
Cllr Fernyhough and Cllr Fisher declared a personal interest in item 2022/214.

208. Minutes
Resolved that the amended minutes of the Parish Council Meeting of the Parish Council Meeting on 16th February 2023 were approved as a true record.
(item 2023/196 accounts for payment was £22,391.54, this has been amended due to Utility costs omitted (RFO error) the accounts for payment are £25,842.29).

209. Information for Noting

- a) The Clerk has attended a Chairmanship Course with Chalc.
- b) Warrington Borough Council has reviewed and approved the risk assessment for the SID machines along with locations approved by the PCSO within the guidelines.
- c) The Stonemason has been contacted for a quote to repair the damaged wall surrounding the War Memorial in Thelwall.
- d) WBC Highways dept has been asked to quote for the cost to install the Noticeboard on Weaste Lane. The Parish Council Notice Board Company who are supplying are not a NRSWA (New Roads and Street Works accredited contractor) and they would need a Section 50 license, PL insurance, and provide all risk assessments, CAD drawings, etc. They will still install the remaining 5 boards as these are just replacements.
- e) The grounds maintenance contract is going out to be market tested with 4 other companies in March.
- f) Cllr B Davies attended a Public Rights of Way forum at WBC on the 8th of March.
- g) The Clerk is attending training sessions for the new Scribe Accountancy software over the coming weeks, in readiness for the new financial year.
- h) WBC has now received a valid election request to fill the vacancy by way of an election.
- i) Councillor contact information update was emailed to all Councillors before the meeting.

210. Update on Actions from Previous Meetings

Agenda Item	Action Point	Lead	Update
2021-221	Scribe Accountancy Software	Clerk	Now installed at the Parish Council Offices and will go live from 1 st April 2023.
2022 - 46	Livewire Investment repayment	Clerk	The AGM is planned for Thursday 29 th June 2023 at 5 pm at the Great Sankey Neighbourhood Hub.

			Formal invitations to follow. J McQuillan to attend if available.
2022 - 93.1	Additional two bank accounts for reserves	Clerk	The application for Unity Trust has been successful. Once all signatories have received their login details, reserves will be transferred
2022 - 133	Notice Boards	Clerk	Installation is due at the end of March/early April 2023
2022 – 156	Jubilee Benches	Clerk	Delivered and to be installed in March 2023.
2022 – 177	Neighbourhood Plan Working Party	SC/Clerk	Cllr Chisholm is re-instating the group. The Clerk has contacted the Cheshire Community Action who offer support/guidance to members (will update at the meeting with any further information).
2022-202	Councillor Vacancy	Clerk	Notice has been Advertised/displayed and awaits confirmation from WBC if an election has been called.
2022 - 200	The Kings Coronation	Clerk	A working party is to be set up for two separate events in Grappenhall and Thelwall on May 8 th , 2023. The Clerk has emailed Cllrs for support.

211. Update on Local Policing Issues by PCSO Sharon Perrie

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

Anti-Social Behaviour Incidents	= 0
Suspicious Activity	= 4
Burglary	= 1
Criminal Damage	= 1
Road Traffic Collisions	= 0
Shoplifting	= 1
Theft	= 1

Any Other Business

Usual hot spots are being checked. St Wilfrid's Church car park and community centre car park have been added to the list as had reports of vehicles parking up.

School Parking – On going with all schools – Grappenhall Heys residents are starting to complain about parents blocking pavements. Working with school on that. Will be attending a meeting with school, a governor and residents next week in regard to this.

Tru Cam – Knutsford Rd – 14 activations – Thelwall New Rd – 2 activations. Broad Lane – 23 activations.

Fixed Penalty Notices have been given out all around G&T in conjunction with complaints about poor parking.

212. Expenditure to Date

The 'on target' expenditure for February (month 12) was 100%.

- Parish Council expenditure was running at 81%
- Walled Garden expenditure was running at 107%
- The overall figure was 84%

213. Accounts for Payment

It was **resolved that** the accounts for payment totalling £ 22,450.62 be approved.

214. Requests for Funding

A request was received from All Saints Church Thelwall (see attached) Accounts had been provided to the Clerk. This was a resubmission (see minute point 14b below).

14b)A request for funding was received from All Saints Church Thelwall in April for car park improvements, Accounts were also supplied at the last meeting. It was **resolved that** no funding would be awarded at this time and requested All Saints Church to re-apply towards year-end (February 2023) with an update of donations and fundraising events throughout the year.

It was **resolved that** a grant of £2k be awarded with caveats that the church assure the Parish Council, that the car-park is freely available for use by the community and near-by schools and would be retained as such. The Clerk would write to All Saints Church to confirm the conditions of the grant.

CF

215. Governance Update

215.1 – Code of Conduct

The Code of Conduct had been reviewed and it was **resolved that** this version be adopted.

215.2 – Terms of Reference

The Terms of Reference for the Parks and Open Spaces Committee have been reviewed and recommended for adoption. It was **resolved that** this version be adopted.

215.3– Civility and Respect

Members unanimously agreed to sign up to the Civility and Respect Pledge. Civility means politeness and courtesy in behaviour, speech, and in the written word.

The National Association of Local Councils (NALC) and the SLCC and One Voice Wales, believe now is the time. It was **resolved that** the pledge be adopted by all members.

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	✓
Our council has committed to training councillors and staff.	✓
Our council has signed up to Code of Conduct for councillors	✓
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	✓
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	✓
Our council will commit to calling out bullying and harassment when if and when it happens.	✓

Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	✓
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	✓

216. The Annual Parish and Annual Council date change

It has been necessary to change the date of the above meetings to Thursday 11th May 2023. The Clerk has reviewed and recommends accepting the date change. It was **resolved** to accept. The Clerk will amend the schedule of meetings and circulate in the website/noticeboards

CF

217 Civic Ceremony

Members discussed details for holding a ‘Civic Celebration’ at the Walled Garden in June. It was **resolved that** the event would take place on the 11th June, with music and light refreshments.

CF

218 South Warrington Parish Council Local Plan Working Group

After the Examination in Public of the Warrington Local Plan, the Planning Inspectors found that the South East Warrington Employment Area (incorporating the Six56 planning application site) was not justified. Since the Examination in Public the Secretary of State has called in the Six56 application. The inquiry will be held in May 2023. SWP have been granted Rule 6 status to participate in the inquiry. SWP will be represented by Groves Town Planning, unfortunately the Barrister previously used is unavailable, but will work to support Groves Town Planning in preparing for the inquiry.

It was **resolved that** members still wish to support the SWP financially and the budget allocated for SWP/Local Plan and Neighbourhood plan be discussed further at the Resource Committee for recommendations to Council on how best to spend the allocated budget.

SWP proposed budget is £25,000 for 2023/2024 and have requested £7,722 for 2023 for Grappenhall and Thelwall.

219 Thelwall Local History Group

The Thelwall Local History group is celebrating the 1100th anniversary of Thelwall being a ‘Cyt’ in 2023. Cllr Louise Fernyhough updated members from the meeting held on the 28th of February. The Clerk also attended this meeting to offer support. The group are continuing at pace with a two week programme of celebrations. The next meeting is on the 30th March.

CF/LF

220 Marlfield WI

The Parish Council had received a request from Marlfield WI for a small border or piece of land, either in one of the parks or elsewhere in the parish, where they can plant a variety of wildflowers in commemoration of the King’s Coronation. They are happy to cultivate and maintain the land going forward. It was **resolved that** the Clerk would contact Marlfield WI to discuss locations agreed by members.

CF

221 Consideration of Planning Applications

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

Chair

Clerk