



## GRAPPENHALL AND THELWALL PARISH COUNCIL

Council Office, Community Centre, Bellhouse Lane, Grappenhall, Warrington WA4 2SG

Colette Fellows, Clerk to the Council/RFO

Tel 01925 264918 (Monday to Thursday 2.00 - 4.30 pm)

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11<sup>th</sup> January 2024

Dear Councillor

A meeting of the COUNCIL will be held at the Council Office, Bellhouse Lane, Grappenhall, WA4 2SG, on **Thursday 18<sup>th</sup> January at 7.30 p.m.** at which your presence is requested.

Yours sincerely

A handwritten signature in grey ink that reads 'Colette Fellows'.

Clerk to the Council/RFO

### A G E N D A

**1. Apologies for Absence**

To consider apologies and reasons for absence. For resolution.

**2. Dispensation Requests**

To consider any dispensation requests from members.

**3. Disclosures of Pecuniary and Personal Interests**

Members are reminded that personal interests or prejudicial interests, as defined in the Code of Conduct, in any matter before the meeting, must be disclosed no later than the start of discussion on that item.

**4. Minutes**

To approve as a correct record the minutes of the Parish Council Meeting on 21<sup>st</sup> December 2023. To receive the minutes of the Parks and Open Spaces Committee on the 28<sup>th</sup> of November 2023, and the Planning Committee on the 4<sup>th</sup> of January 2024.

**5. Information for Noting**

a) The Neighbourhood Plan Working Party are holding a public meeting on the 17<sup>th</sup> of January in the Olde Barn at the GYCA. Leaflets have been circulated to all residents in both Parishes.

b) The Precept Request has been sent to WBC.

The Climate Committee met on the 10<sup>th</sup> of January.

c) A new laptop has been purchased for the Garden Manager at a cost of £290.83+vat

d) The Office Utility costs have been transferred to EON from British Gas, saving around £300-500 per year.

e) Councillor Contact information update was emailed to all Councillors before the meeting.

**6. Update on actions from previous meetings**

Agenda Item	Action Point	Lead	Status	Update
2023/16	Parish Council Website	CW/Clerk	ongoing	The prototype will be shared at the meeting for approval.
2023/155	Governance	CF	Complete	Items 155.1/155.2/155.3 are now available on the website. The layouts/presentation of all policies are currently under review.
2023/156	GYCA Signage	CW/CF	Complete	The Trustees have been notified of the Council's decisions.
2023/153	Budget/Precept Review	CF	Complete	WBC has been notified of our request for 2024/2025.

**7. PCSO Crime Report**

An updated crime report will be emailed to all members prior to the meeting.

**8. Expenditure to Date**

8.1 The Clerk will present the expenditure to date, against the 2023/24 budget.

8.2 The Clerk has received requests for training with ChALC at a cost of £60. The training budget is currently overspent by 180% due to extra training for the Wardens. Are members willing to accept the request. For discussion and resolution.

**9. Accounts for Payment**

9.1A schedule of Accounts for Payment to be tabled

9.2 The Clerk would like to renew the SLCC membership for the Clerk for £298, for discussion and resolution.

9.3 A new Hoover is required at the Parish Council Offices, the Clerk will present possible options to members for approval.

**10. Requests for Funding**

No new requests for funding have been received.

**11. Parish Warden Vehicle**

Cllr Worsley contacted Vic Young Fleet Management to look at possible options to either extend the lease or purchase. The cost to purchase is £17,450+vat. The other option which Cllr Worsley recommends is to extend the lease for another year at the same rate of £357.31+vat per month. Based on the fact the van has very low mileage and maintenance is covered in the hire charges. For discussion and resolution.

**12. Speed Indicator Device Machine (SID)**

The SID machine, which was used by the Parish Warden has become unrepairable, due to parts not being available due to the age of the machine to replace. The Clerk will present possible options and costs to replace. For discussion and resolution.

**13. Small Tractor Hire**

The Wardens are finding clearing pathways difficult in some areas due to the compacted earth, The Parish Warden met with the Grounds Maintenance Manager for advice. They offered to loan a tractor-like vehicle for £75 per day including delivery, which can be used for clearing such pathways. The Warden would like to hire for one day. Once the pathways are cleared of the compacted earth normal methods of clearing will be effective. For discussion and resolution.

**14. Governance**

Public authorities who operate in England must consider what they can do to conserve and enhance biodiversity in England. This is the strengthened ‘biodiversity duty’ that the Environment Act 2021 introduces.

This means that, as a public authority, we must:

1. Consider what you can do to conserve and enhance biodiversity.
2. Agree policies and specific objectives based on your consideration.
3. Act to deliver your policies and achieve your objectives.

More information is available on the Government Website see the link below

<https://www.gov.uk/guidance/complying-with-the-biodiversity-duty>

14.1 A new Biodiversity Policy has been written considering the public authorities' duty from the 1<sup>st</sup> of January 2024. The policy will be presented for adoption. (see attached).

**15. Website**

The Clerk and Cllr Worsley will present the New Website Prototype for approval to launch. For discussion and resolution to accept.

**16. New Planning Portal**

The Current software (scribe) used for the Planning Portal is now unsupported. The Support team has recommended a new company called AdvantageEdge. The cost is £177 annual fee and £210 start up and training. Total £387+vat. For discussion and resolution.

**17. Consideration of Planning Applications**

To consider any planning applications which require an immediate decision.