

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

**Present** Councillors McQuillan (chair), Browne, Chisholm, Davies, Fisher, Dolan, Hignett, Hockenhill, Johnson, Marsh, Speed, Warner, and Williams.

**In Attendance** Colette Fellows, Clerk and Responsible Financial Officer

**Action**

119. It was **resolved that** apologies for absence from Councillor Fernyhough, Worsley and Taylor be accepted.

**120. Dispensation Requests**

A special dispensation request was discussed and **resolved to** accept in a closed session.

**(Part Two Confidentiality - Matters to be discussed in the absence of the press and public)**

Dispensation Request received.

*Public Bodies (Admission to Meetings) Act 1960 s.2*

*A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies*

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

Councillor Marsh disclosed an interest in items 130.3, 132.1 and 132.2. Cllr Marsh left the room whilst discussions and a resolution were made.

**122. Minutes**

**Resolved that** the minutes of the Council Meeting on the 19<sup>th</sup> October 2023 were approved as a true record and received the minutes of the Planning Committee on the 5<sup>th</sup> October 2023, the Estates Committee on the 10<sup>th</sup> October, and the Resources Committee on the 7<sup>th</sup> November 2023.

**123. Correspondence Miscellaneous**

a) The Friends of Grappenhall Heys Walled Garden have written to say they are closing the charity and the balance of £2653.18 has been received. A letter of thanks has been sent to the group.

**124. Information for Noting**

a) Cllrs Browne, Davies, Speed and Worsley attended the Warrington Code of Conduct course on the 7<sup>th</sup> November run by ChALC. At a total cost of £120.

b) The GYCA Liaison Committee met with Trustees and the centre manager on the 25<sup>th</sup> October to discuss requests to make changes to the outside space and signage. There were further discussions to finalise requests before being presented to members for consideration.

c) A Speed Watch Working group meeting has been rescheduled to take place in the next few weeks. The PCSO has gained more support to help with moving the SID machines around and collating data.

- d) The Vehicle Insurance company has been contacted and a claim presented for the damage to the vehicle.
- e) Councillor Contact information update was emailed to all Councillors before the meeting.

**125. Update on Actions from Previous Meetings**

2023-16	Parish Council Website	CW/Clerk	ongoing	A Prototype has been shared with Cllr Worsley and the Clerk. Adjustments have been made and returned to the Website Company.
2023/106	Financial Assistant for the Grappenhall Cricket Club	Clerk	Pending	The Clerk had written the terms for the grant allocated to the club secretary and a response was received. To note in minute point 130.1.
2023/107	Vehicle Repairs	Clerk	Ongoing	A Claim has been made for the repairs to the Parish Vehicle.
2023/108	Electrical Repairs to Parish Council Offices	Clerk	To be completed on the 12 <sup>th</sup> of November 2023	The Clerk obtained 2 further quotes and has commissioned the work with Beechwood Electrical at a more competitive price.

**126. Update on Local Policing Issues by PCSO Sharon Perrie**

The PCSO Sharon Perrie was unable to attend but emailed the report prior to the meeting with the most recent crime statistics:

Anti-Social Behavior Incidents	= 1
Suspicious Activity	= 3
Burglary	= 0
Criminal Damage	= 3
Road Traffic Collisions	= 0
Shoplifting	= 0
Theft	= 3

**Any Other Business**

**Priorities** The recordable SID is to be set up this month.

**Tru Cam** - Knutsford Rd = 12 – Chester RD = 0 – Thelwall New Rd = 3 – Broad Lane. We did an on- the-spot tickets (TOR) and captured 32 vehicles exceeding the speed limit of 30mph – they received traffic tickets (this means depending on their previous they can get anything from fines, points, or a speed awareness course) 35 vehicles were captured exceeding the speed limit of 20mph (they were given words of advice). Vehicles were also issued tickets/fines for seat belts and use of mobile phones.

**Community Speed Watch** – Meeting with the Working Party taking place on Monday 27<sup>th</sup> November.

**GOOD NEWS/PRO ACTIVE POLICING** – Stop searches around G&T – people walking around in the early hours are being proactively stopped and searched.

## 127. Expenditure to Date

The 'on target' expenditure for November (month 8) was 67%.

- Parish Council expenditure was running at 56%
- Walled Garden expenditure was running at 56%
- The overall figure was 56%
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## 128. Accounts for Payment

128.1 It was **resolved that** the accounts for payment totalling £22,892.87 be approved.

128.2 Petty Cash expenditure for April to September has been checked and verified by Cllr Fisher. Parish Council expenditure £379.21 and the Walled Garden £345.32 **was resolved** to accept.

## 129. UK Living Wage and National Joint Council Pay Increases

**129.1 To note** that on the 24<sup>th</sup> of October 2023, the UK Living Wage Foundation announced an increase in the UK Living Wage from £10.90 to £12.00 per hour (an increase of 10.09%). As the Parish Council resolved to accept the UK Living Wage (June 2015), this increase will be put into place on the 1<sup>st</sup> of April 2024 for the three members being paid UK Living Wage (park caretakers).

**CF**

**129.2** NJC Pay Awards. The trade unions have come to an agreement on the 2023 level of pay award. The offer was for a flat rate increase of £1,925 for scale points up to SCP 43 and from SCP 44 and above an increase of 3.88%, with effect from 1 April 2023. This information will be applied to the next salary payment, with the amount due from April 2023 paid as a one-off back payment. It **was resolved** to accept.

**CF**

## 130. Requests for Financial Assistance

**130.1** The offer of the grant to financially support Grappenhall Cricket Club was gratefully accepted. In reference to the terms of the grant, we received correspondence for members to consider an earlier distribution of funds. It was resolved to accept the new terms of the grant and the Clerk will amend the original letter and resend.

**CF**

**130.2** A request for financial support from Warrington Open Door at Christmas. It **was resolved** to award the charity the £400 requested.

**CF**

**130.3** A request for financial support from the GYCA Trustees was received. It **was resolved** that a grant of £3,000 be awarded for a damp course in the Olde Barn.

**CF**

## 131. Governance

131.1 The new Draft Procurement Policy has been reviewed by the Resources Committee, and amendments are to be made and presented at the next meeting.

131.2 The Planning Committee Terms of Reference (see attached) have been reviewed. Ref 1.2 The terms state that the Committee shall comprise of seven members, to amend to six members. It **was resolved** to accept the changes and adopt.

131.3 The Estate Committee has reviewed the Terms of Reference. It **was resolved** to accept and adopt.

**132. GYCA - Signage and Alterations to outside areas.**

132.1 The Liaison Committee met with the Trustees of the GYCA to view proposals for new signage, they were presented to full Council by Chris Cutts (chair of the GYCA). It was resolved that more information and clarity are required before members can make an informed decision. The Liaison Committee will meet again with the trustees and GYCA manager. **CF**

132.2 The Trustees have requested that members consider proposals to alter the outside areas, they were presented by Chris Cutts, and it was **resolved that** councillors are supportive in principle of their ideas, but further consultation with the Liaison Committee is required. **CF**

**133. Warrington Borough Council Matters Arising**

Cllrs Browne, Johnson and Speed to update members of any matters arising. The WBC bin strike was still ongoing, even though Unite had accepted the pay rise.

The Firgrove Hotel has been given a contract for a further 12 months. Residents are being moved quite quickly into more permanent accommodation.

Cllr Speed is in contact with the Head Teacher at St Wilfrid's school regarding the ongoing issues at drop-off and pick-up times, Cllr Speed has engaged with the Head to produce a survey to go to all parents.

**134. South Warrington Parish Local Plan Working Group**

Cllr Browne provided an update to members; the Local Plan will go to the full Council on the 4<sup>th</sup> of December for approval. There is a final session of the Six56 public inquiry scheduled for the 9<sup>th</sup> of January 2024.

**135. Neighbourhood Plan Working Group**

Cllr Chisholm provided an update to members; the Working party are currently meeting every 2-3 weeks. WBC Planning Policy Manager Michael Bell and David Acton Senior Planning Policy Officer attended a meeting in reference to the Local Plan and Neighbourhood Plan.

Homes England are tendering for potential developers at Grappenhall Heys and initial pre-application discussions are taking place between WBC and developers at Thelwall Heys. WBC has advocated that the Parish Council should be involved with Homes England on both Grappenhall Heys and the South East Warrington Urban Extension.

Cllr Chisholm proposed that a Local Planning Consultant be used to undertake an assessment of national and local planning policy and a review of relevant technical evidence to produce an expandable list of requirements for the Parish Council to use in discussions/negotiations with Homes England and developers regarding the housing sites at Grappenhall Heys and Thelwall Heys and to feed into the intended Development Framework for the South East Warrington Urban Extension. The work would also be integral to the development of a Neighbourhood Plan for Grappenhall and Thelwall Parish. It was **resolved that** the £2k in the current budget be used for this purpose.

**136. Consideration of Planning Application**

**137. Part Two Confidentiality - Matters to be discussed in the absence of the press and public**  
Dispensation Request received. See minute ref 120.