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)
clerk@gtpc.org.uk

8th February 2024

Dear Councillor

A meeting of the COUNCIL will be held at the Council Office, Bellhouse Lane, Grappenhall, WA4 2SG, on **Thursday 15th February at 7.30 p.m.** at which your presence is requested.

Yours sincerely

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 18th January 2024. To receive the minutes of the Parks and Open Spaces Committee on the 23rd of January 2024, the Estates Committee on the 29th of January 2024, and the Planning Committee on the 1st of February 2024.

5. Correspondence Miscellaneous
WBC – Public Rights Officer Stephen Bartley has written to inform the Parish Council there is a proposed definitive map modification order to add a public footpath to the definitive map and statement in the Parish of Grappenhall and Thelwall. Any observations to be sent to Officer Bartley before the deadline of 23rd February. Please find the information attached.

6. Information for Noting
a) WBC has invoiced the Parish for the installation and dismantling of the Christmas lights at a cost of £250+vat. Unfortunately, the lights in Thelwall were not installed. The tree used to house the lights has been cut down and it was too late to relocate. The Clerk would like members to consider a possible new location for the lights to be installed in December 2024.
b) Scribe has invoiced the annual subscription fee for 2024/25 at a cost of £564+vat.

c) A projector was donated to the Parish Council in 2022. Cllr Hignett has now acquired an adaptor to operate with more modern pieces of hardware. Thank you to Cllr Marsh for donating. It has already been put to good use at the afternoon presentation at the Walled Garden and will be used for Neighbourhood Planning meetings off-site.

7. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2023/16	Parish Council Website	CW/Clerk	Ongoing	Contacted the provider to ask for the new website to be launched with initial training for the office staff in the coming weeks.
2023/175	Parish Warden Vehicle	CW	Complete	A new lease has now been taken out with Vic Young for a further 12 months
2023/176	Speed Indicator Device Machine (SID)	BD	Ongoing	To be purchased in the next few weeks.
2023/177	Small Tractor Hire	BD	Ongoing	The Parish Warden will confirm a date when a full day can be worked to make the most of the day rate of the hire charge.
2023/178	Governance	CF	Complete	The new Biodiversity Policy is available to view on the Parish Council's website.
2023/179	New Planning Portal	CF	Ongoing	Installation in March 2024

8. PCSO Crime Report

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

9. Expenditure to Date

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

10. Accounts for Payment

A schedule of Accounts for Payment to be tabled.

11. Requests for Funding

11.1 The Clerk will provide an update for 2023/2024 on grants awarded to date.

11.2 A request for funding has been received from GSFC for £3,500 towards the cost of two additional fenced goal stores at Stockton Lane site. See attached.

12. Live Wire Community Action

Cllrs McQuillian and Davies met with David Cowley of Livewire Community Energy and will update members on the Parish Councils Investment.

13. Governance

13.1 Annual Review of Parish Council Risk Assessments. These can be found on the Parish Council website and a copy of the amendments is attached to this document. For resolution to amend/adopt.

13.2 Annual Review of Parish Council Standing Orders. These can be found on the Parish Council website and a copy of the amendments is attached to this document. For resolution to amend/adopt

13.3 Annual Review of Parish Council Financial Regulations. These can be found on the Parish Council website and a copy of the amendments is attached to this document. For resolution to amend/adopt

14. Warrington Borough Council

Cllr Browne and Speed will update members on Warrington Borough Council matters.

15. Neighbourhood Plan Working Group

14.1 Cllr Chisholm will provide an update to members.

14.2 Resource to support the NDP Working Group

The Clerk would like members to consider short-term and medium-term solutions to the current resource issue while supporting the NDP. The Clerk will present a possible solution. Cllr Chisholm has provided supporting notes which will be sent out separately. For discussion and resolution.

16. GYCA Liaison Committee

Cllr Worsley attended a GYCA Trustees meeting and will provide an update to members.

17. Village Signage/Planters

The Parks and Open Spaces Committee would like to recommend replacing the existing signs with new gateway signage of a consistent design. A meeting was held with the Highways Officer at WBC to discuss how the Parish Council can work with WBC.

The Clerk will present a visual to support the recommendation. The cost of seven replacement signs commissioned from WBC at a total of £2000+vat, plus an additional £1000 contingency (existing frames may need replacing) and an additional two cast iron signs to be purchased for the village centres up to a cost of £6000+vat. The Assistant Clerk will investigate options for coupling the signs with planters at some locations. For resolution to accept.

18. Consideration of Planning Applications

To consider any planning applications which require an immediate decision.

From: Bartley, Stephen <stephen.bartley@warrington.gov.uk>
Sent: Thursday, January 25, 2024 2:20 PM
To: Beverley Doward <info@gtpc.org.uk>
Subject: FW: Proposed definitive map modification order to add a public footpath to the definitive map and statement in the parish of Grappenhall and Thelwall

Dear Madam,

In June 2023, the borough council received an application to add a public footpath to the definitive map and statement near the Bridgewater Canal, in Grappenhall and Thelwall Parish, as shown by a broken line between points A and B on the enclosed map. The footpath connects two public footpaths already recorded on the definitive map by steps that have been in existence for many years.

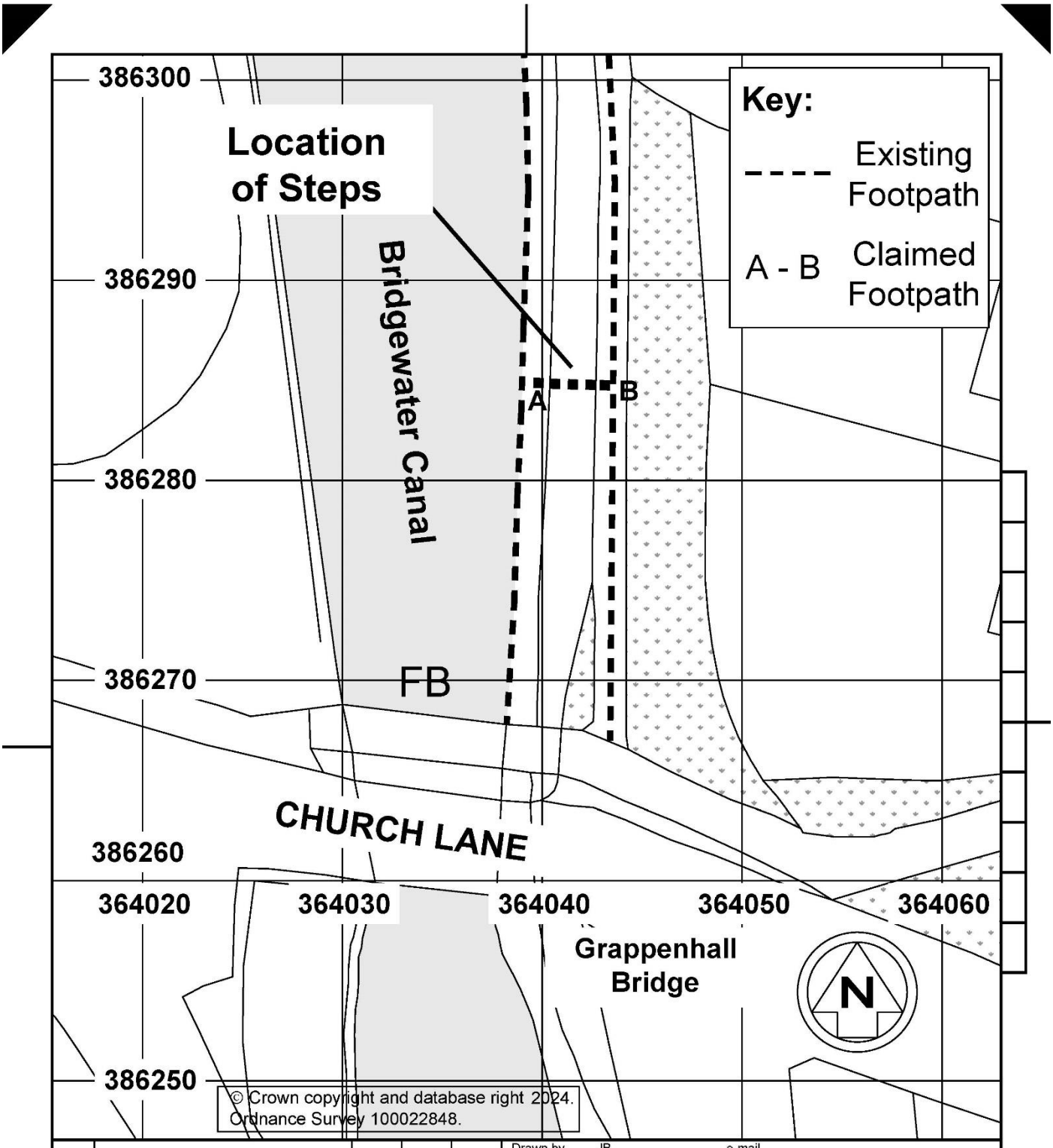
Having evaluated the evidence, I am of the opinion that the steps have been dedicated as a public right of way on foot (a public footpath) as they have been used for a sufficient period of time by pedestrians that they are deemed to be public. I have received no evidence to rebut the assertion that the way is public. The land is unregistered and the applicant was unable to ascertain the owners of the land that the footpath runs across. With this in mind, the applicant posted a notice on site advising of the application, in accordance with the requirements of schedule 14 to the Wildlife & Countryside Act 1981.

Accordingly, I am recommending that an order be made to modify the definitive map and statement by adding to them a public footpath between points A and B on the enclosed map. Before the borough Council makes the order I am formally consulting your council in accordance with paragraph 1 of schedule 15 to the Wildlife & Countryside Act 1981.

If I do not hear from you before **23 February 2024**, I shall assume you have no observations to make. However, if you need any further information in this regard, please do not hesitate to contact me.

Yours faithfully,

Stephen Bartley
Public Rights of Way Officer



Revn.	Revision Details	Rev by	Chk by	Date:

WARRINGTON
Borough Council

Environment and Transport Directorate
East Annexe, Town Hall, Sankey Street, Warrington WA1 1UH

Drawn by	JB	e-mail		
Approved by	SB	Telephone	01925 44	
Date	Nov 22	Fax	01925 44	Sheet 1 of 1

Project
Bridgewater Canal Steps.

Drawing Title
Church Lane, Grappenhall
Warrington.

Scales	Drawing No.	Phase / Revision
1:500@A4		

AutoCAD File Ref: v1 Grappenhall steps.dwg

From: Matthew Griffiths
Sent: 21 November 2023 13:26
To: clerk@gtpc.org.uk
Subject: Grappenhall Sports FC

Hi

It has been brought to our attention that funds are occasionally made available to clubs and charities within the parish should they need them

At present we are trying to raise circa £7,000.00 to allow us to install 2 nr additional fenced goal stores at the Stockton lane site… the current goal store we have is insufficient for a number of reasons

1 – The store is to far away from the pitches and is resulting in the goals getting broken and damaged as they are being carried to the point of use and this is diverting much needed funds from other areas of improvement as a large part of annual budgets are being spent on replacement goals
2 – Owing to the number of teams at the club increased goal are required to ensure that the girls and boys football teams can all enjoy regular competitive fixtures and the current stores cannot accommodate the volume of goals require

On the basis of this we are seeking a grant for £3,500 with the balance of funds currently being generated via fundraising by the club to complete the works.

Naturally any funds toward this is greatly appreciated

Many thanks

Matt

Agenda points 13.1/13.2/13.3

Document	Ref	Amendment From	Amendment to
Standing Orders	Para 6 a (v)	£25k	£25k exclusive of VAT
Standing Orders	Para 7 (page 11)	Sub notes changes to cabinet office- Procurement Policy Notes 10/21	10/21 to 11/23 values amended in red. As per cabinet office policy notes.
Finance Regs	Para 12 Contracts – 12.1 (b)(h)(j)(l)	£25k	£25k exclusive of VAT
Finance Regs	Para 12 – sub notes	Sub notes changes to cabinet office- Procurement Policy Notes	10/21 to 11/23 values amended in red. As per cabinet office policy notes.
Risk Assessment Feb 2023	Section under 'Parish Warden' Machinery and Tools	Staff and the general public at risk of injury from use of machinery such as strimmer's, lawnmowers, and hedge trimmers	Staff and the general public at risk of injury from use of machinery such as strimmer's, chainsaws, lawnmowers, and hedge trimmers
Risk Assessment Feb 2023	Financial risks/Financial records	N/A	Add – all records on company laptop are stored on a cloud-based system.
Risk Assessment Feb 2023	Financial risks/Endowment Fund	N/A	Add – in accordance with the investment & Reserves Policy (para 6)
Risk Assessment Feb 2023	Virus Control	N/A	Add – Hand sanitiser available in the restrooms/entrance and meeting room. Add – an Air filtration system has been installed for cleaner air in the meeting room.