

**MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL AT THE COUNCIL OFFICES, BELLHOUSE LANE, ON THURSDAY 15 FEBRUARY 2024**

**Present** Councillors McQuillian (chair), Browne, Chisholm, Davies, Dolan, Hockenhull, Fisher, Hignett, Johnson, Marsh, and Warner.

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

**Action**

**186.** It was **resolved that** apologies for absence from Councillor Fernyhough, Speed, Williams and Worsley be accepted.

**187. Dispensation Requests**

A special dispensation request was received for Cllr Taylor and **resolved to accept**.

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

No disclosures were made.

**189. Minutes**

**Resolved that** the minutes of the Council Meeting on the 18<sup>th</sup> January 2024 were approved as a true record and received the minutes of the Parks and Open Spaces Committee on the 23<sup>rd</sup> January 2024, the Estates Committee on the 29<sup>th</sup> January 2024, and the Planning Committee on the 1<sup>st</sup> February 2024.

**190. 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 are to be sent to Officer Bartley before the deadline of 23<sup>rd</sup> February. Please find the information attached.

**191. 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.

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

**192. 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

### 193. 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 Incident s	= 1
Suspicious Activity	= 3
Burglary	= 0
Criminal Damage	= 1
Fraud	= 3
Shoplifting	= 1
Theft	= 2

#### Any Other Business

**Tru Cam** – Thelwall New Road – no activations, Chester Road – no activations, Knutsford Road – 7 Activations.

**Be Aware** – The whole of Warrington has been inundated with phone call scams. They are pretending to be from the Police and claiming that the banks have fake money. They're asking victims to draw large sums of money and a courier will collect. Thankfully most of the victims are hanging up and reporting to the Police.

**School Parking** – Grappenhall Heys is becoming an issue again.

### 194. Expenditure to Date

The 'on target' expenditure for February (month 11) was 92%.

- Parish Council expenditure was running at 78%
- Walled Garden expenditure was running at 80%
- The overall figure was 79%

### 195. Accounts for Payment

It was **resolved that** the accounts for payment totalling £27,048.35 were presented and approved for payment.

**196. Requests for Financial Assistance**

**196.1** To note the Clerk presented an update on the current spend for grants and Sec 137.

**196.2** A request for financial assistance was received from Grappenhall Sports Football Club. Members have requested that they re-apply in April 2024, currently the budget for financial assistance is overspent.

**CF**

**197. Live Wire Community Action**

Cllr's McQuillan and Davies met with David Cowley formally LiveWire Community Action, now Warrington Community Energy to discuss the investment made by members back in 2016. Cllr Davies provided detailed notes to all members of that meeting.

On 29 June 2023, Members of Livewire Community Energy voted by more than 75% majority to transfer its engagements to Warrington Community Energy (WCE). In due course, this will lead to the dissolution of Livewire Community Energy.

Livewire Community Energy has formally approached WCE to transfer its engagements including a payment of £47,250 which will be used to repay Member's investment (including Grappenhall & Thelwall Parish Council's investment).

WCE will carry out its due diligence and consider the proposal.

If the WCE Board agree to the proposal, then arrangements will be made to repay Member's investment and Livewire Community Energy will in due course be dissolved.

**198. Governance**

**198.1** Annual Review of Parish Council Risk Assessments. It was resolved to accept the changes and adopt. **CF**

**198.2** Annual Review of Parish Council Standing Orders. It was resolved to accept the changes and adopt. **CF**

**198.3** Annual Review of Parish Council Financial Regulations. It was resolved to accept the changes and adopt. **CF**

**199. Warrington Borough Council**

Cllr's Browne and Johnson updated members on Warrington Borough Council matters. The Budget will be debated at full Council at the end of February. WBC are moving forward with the Local Plan, even though they face challenges with regards to Fiddlers Ferry.

**200. Neighbourhood Plan Working Group**

**200.1** Cllr Chisholm updated members on the progress being made. There will be another meeting on the 27<sup>th</sup> of February for the group of residents who have volunteered to support the two developments and an NPD, (Grappenhall Heys, Thelwall Heys, and the Urban extension).

Groves Town Planning was commissioned to complete an appraisal of the Local Plan Policy which has been delivered to the group. which covers the three sites mentioned above. The group is pleased with the appraisal.

**200.2** The Clerk asked members to consider short-term and medium-term solutions to the current resource issue whilst supporting the NDP. The Clerk presented a possible solution. Cllr Chisholm provided supporting notes which were sent out separately.

The Parish Warden (former Planner with Wigan Borough Council) will provide 4 hours office support to help steer the Neighbourhood Plan Working Group, The Assistant Warden will cover these hours. All meetings attended outside of office hours to be paid and not accrued.

The Admin Assistant will work an extra 4 hours a week to support the office.

The Assistant Clerk if attending meetings associated with NPWG, will be paid and not accrued.

The total cost per week would approximately be £160 and will be monitored and reviewed regularly. It **was resolved** to accept the proposal.

**CF**

#### **201. GYCA Liaison Committee**

Cllr Worsley was invited to a Trustees meeting on the 30<sup>th</sup> of January 2024. Cllr Worsley reported that the Trustees are reasonably pleased with the current progress. Financially on target for month 9. They have several capital projects ongoing, one being the new signage which has just been installed.

The GYCA would like to determine whether they are tied into a contract for the solar panels. A limited revenue comes from the existing arrangement, ideally, they would like to replace it with a more rewarding arrangement.

**CW**

#### **202. Village Signage and Planters**

The Parks and Open Spaces Committee made recommendations to members to replace 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 presented a visual to support the recommendation. The cost of seven replacement signs commissioned from WBC at a total of £2,000+vat, plus an additional £1,000 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. It **was resolved** to accept the proposed Parish gateways signs and commission WBC to carry out these works at a cost of £2,000+vat, plus the additional £1,000+vat. Members have requested further quotes for the signs for the village centres.

**BD**

#### **203. Consideration of Planning Application**

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