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

11th April 2024

Dear Councillor

Members of the Council you are hereby summoned to attend the Full Council meeting of GRAPPENHALL AND THELWALL COUNCIL on Thursday 18th April 2024 at 7.30 pm at the Council Office, Bellhouse Lane, Grappenhall WA4 2SG for the purpose of transacting the following business:

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 21st March 2024. To receive the minutes of the Planning Committee held on the 4th April 2024.

5. Correspondence Miscellaneous
a) The Clerk has received the ChALC renewal for 2024/2025 at a cost of £1551.66
b) Elections for May 2024 – WBC has issued notices that the election for both Parish Council wards has been uncontested. Accordingly, there will be only a basic cost to the Parish Council.
c) The Parish Council has received a copy of a press release from WBC responding to a statement made in the House of Commons on 25 March regarding the Government's commitment to taking forward Northern Powerhouse Rail proposals for better connectivity between Manchester and Liverpool.

6. Information for Noting
a) The business rates for the Walled Garden have been received from WBC. Total amount due for 2024/2025 is £1200.
b) Picnic bench installed in Jubilee Park. The picnic bench for Diamond Park is still to be installed.
c) The defibrillators have been checked and pads were needed for the Quays Community Centre.
d) Councillor Contact information to be emailed separately

7. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2023/16	Parish Council Website	CW/Clerk	Ongoing	Revised launch date 1st May 2024
2023/176	Speed Indicator Device Machine (SID)	BD	Completed	Purchased at a cost of £2174+vat
2023/179	New Planning Portal	CF	Ongoing	The Assistant Clerk is currently looking at alternatives which are more suited to the office requirement.
2023/220	Personal Trainer	BD	Ongoing	The Assistant Clerk will arrange to get the project off the ground in the coming weeks

8. PCSO Crime Report

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

9. Expenditure to date

9.1 The Clerk will present the following expenditure to date:
a) Full year 2023 expenditure v budget
b) April 2024 expenditure to date

10. Accounts for Payment

10.1 A schedule of Accounts for Payment to be tabled.

10.2 The Clerk has received the ChALC renewal for 2024/2025 at a cost of £1551.66. The service is widely used by the Clerk and training for staff and members is at a reduced cost. For discussion and resolution.

10.3 To ratify the petty cash expenditure for the Parish Council Office October 2023 – March 2024 for the amount of £420.11.

10.4 To ratify the petty cash expenditure for the Walled Garden from October 2023 – March 2024 for the amount of £261.29.

10.5 Cllr Fisher has checked and verified all receipts.

11. Earmarked Reserves

To agree on the Earmarked reserves for the end of the financial year 2023/2024 as recommended by the Resources Committee. For discussion and resolution.

12. Asset Register

12.1 The asset register will be presented to members. For approval to accept.

12.2 The following are to be disposed of:
1)Various Tools at the Walled Garden (pre 2002) replacements have been made, purchase cost £500, disposal value Nil.
2) Vacuum Cleaner Parish Council Offices, purchase cost £100, disposal value Nil.
3) Speed Indicator Signs purchased in 2015 for a cost of £4000, disposal value Nil.
4) Clever Speed Indicator Sign purchased in 2015 for £2,200, disposal value Nil.
5) Two Speed Indicator Sign Stands purchased in 2015 for £210, disposal value Nil.

Resolve to accept the above disposals

13. Requests for Funding

13.1 A request for financial support had been received from Thelwall Girl Guides for a trip to Switzerland. It was resolved to support the trip, but due to budget spend in the previous financial year, the request is to be presented for ratification in this financial year 2024/2025. For resolution to accept.

13.2 A request was received in February 2024 (see attached) from Grappenhall Sports Club. This is being represented due to budget spending in 2023/2024. For discussion and resolution. Accounts have been provided and are available from the RFO.

14. Warrington Borough Council

Cllrs Browne, Johnson and Speed will update members on Warrington Borough Council matters.

15. Neighbourhood Plan Working Group

15.1 Cllr Chisholm will provide an update to members.

15.2 ONH (Planning for Good) has now submitted a proposal and consultancy fees for two parcels of work. These are:

- to provide initial scoping work for the Neighbourhood Plan; and
- to provide advice to the Parish Council on engaging with relevant parties on the proposals for the two strategic site allocations in the Local Plan (Thelwall Heys and the SEWUE).

The consultancy fees for each work parcel are £3,325+vat plus a visit/meeting charge of £150+vat. However, some of the work includes a review of the Local Plan policies which has already been undertaken by Groves Town Planning. Therefore, the Assistant Clerk has requested a cost reduction to reflect this. Revised costings have been received for each work parcel at a cost of £2,992.50+vat plus a visit/meeting charge of £150+vat.

The consultants indicate that the scoping work could commence in April and be completed within two months (May-June). The Parish Council will be able to apply for funding for Neighbourhood Plan work from the Locality Programme in May 2024 and if successful this would be likely to come forward in July. However, it is unlikely that the strategic site allocation work would be eligible for this funding.
For discussion and resolution.

15.3 Emails - to ensure the Steering Group is conforming to GDPR legislation they will need an email address with a domain name. Unfortunately, this is quite costly and the Steering Group membership is currently standing at around 25. An alternative is to buy a domain name and issue a basic (free) email, with the Group's Secretary setting up 'teams' meetings from the NDP email account currently set up. All communication from the Parish Council Offices is being done by using the BCC method to comply with the requirements of GDPR .

15.4 Meeting room costs - the Steering Group is currently using Grappenhall Library to host meetings, with an average of 1.5 meetings per month at a cost of £45 per session. For discussion and resolution.

15.5 Website - There is a section on the Website relating to the Neighbourhood Plan. The Office will administer.

15.6 Terms of Reference –a Terms of Reference prepared by the Steering Group will be presented for ratification by the Parish Council.

15.7 Budget – the implications of the above for the 2024/25 budget will be presented to the meeting. For discussion and resolution.

16. Consideration of Planning Applications

To consider any planning applications which require an immediate decision.

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

thelwallguides@yahoo.co.uk

14th February 2024

Dear Colette,

I am writing to ask if the Parish Council would be able to contribute any funds towards the Girlguiding trip to Switzerland this summer please.

Each year we run an international selection weekend for girls to take part in the Cheshire Forest County trip. The selection aims to select girls who may not normally get the opportunity of overseas travel.

This year I will be leading the trip. 12 girls have been selected from across Cheshire and 2 of these (Abi and Heidi) are from Thelwall.

We'll be staying in the Kandersteg International Scout Centre. There will be many other international Guide and Scout groups staying there too, which will give the girls lots of opportunities to discover different cultures and make international friends.

Fundraising is underway - the girls and leaders are encouraged to fundraise the cost of their trip (£1,200). The girls have to think of fundraising ideas, run the events and activities and keep accounts to show how much and where the money has come from. For most this is a very good life lesson in dealing with money.

The group gain so many new skills from taking part in a trip like this. For many, this will be the first time that they have travelled without their families and so will give them the chance to look after themselves and grow in confidence. While away they will be doing a wide variety of activities such as hiking, camp craft, volunteering, some will take them out of their comfort zone, but all will allow them to develop new skills.

After the trip the girls will be encouraged to give presentations and talks, about their trip, to other groups. This also is a really useful skill for them to develop and will help them as they move into their future training and careers.

Me, Abi and Heidi would really appreciate any funds that you were able to contribute towards this trip please. If you need any further information please let me know.

Thank you,

Anita Dodd
Group Leader
thelwallguides@yahoo.co.uk
07484 235925

President: Miss Cynthia Gent County Commissioner: Mrs Nikki Barker

Girlguiding Cheshire Forest is an operating name of The Guide Association Cheshire Forest. Registered Charity No. 506251