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

14th June 2024

Dear Councillor

Members of the Council you are hereby summoned to attend the Full Council meeting of GRAPPENHALL AND THELWALL COUNCIL on Thursday 20th June 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

19. Apologies for Absence
To consider apologies and reasons for absence. For resolution.

20. Dispensation Requests
To consider any dispensation requests from members.

21. 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.

22. Minutes
To approve as a correct record the minutes of the Annual Parish Meeting, the Annual Council Meeting on 18th May 2024. To receive the minutes of the Planning Committee held on the 6th June 2024.

23. Correspondence Miscellaneous
a) The PCSO is trying to gather evidence for the current spree of vandalism in Thelwall, unfortunately witnesses are not forthcoming.

b) Rethinking South Warrington Future Group (RSWF) has recently been dissolved. During their time as a group some funds were raised, according to the constitution any funds must be distributed between the South Warrington Parishes. These funds will be evenly distributed to South Warrington Parish Councils.

In addition, RSWF held some residual funds that belonged to Sustainable South Warrington. This group was chaired by Alastair King. Following a discussion with Alastair he has agreed that the remainder of their funds, circa £355, should be offered to the Parish Council to hold so that a small fund can be available to support residents involved in shaping the Grappenhall Heys developments. For resolution to accept.

c) LiveWire Investment. Minutes of the Special General Meeting 11th April 2024 and Update on Transfer of Engagement.
Please find attached information regarding the investment the Parish Council holds with LiveWire. The Clerk has emailed a holding reply until members can discuss to resolve the matter. For discussion and resolution.

24. Information for Noting

a) The focus of the stand at Thelwall Rose Queen and St Wilfrids Walking Day is to raise awareness of the current work on the Neighbourhood Plan.
b) A large crack has appeared on the side gable of the Parish Council offices (meeting room) the responsibility for insuring the building and undertaking repairs to the fabric of the building lies with the GYCA. With the building being Grade II listed, care must be taken to any repairs.
c) The grant to Grappenhall Football club has been paid, as they have successfully raised the rest of the funds.
d) The website is proving to be easier to update and maintain than the previous site, the Clerk is getting support from the provider. There are still some changes/updates to complete.
e) The Clerk and Mrs McQuillan supported the Outreach Officer in delivering a successful afternoon tea for 40 guests from Warrington's Music and Memory group on Thursday 13th June.
f) The EV charging point at Stansfield car park is on hold as WBC confirmed there is a prohibition on the land with United Utilities. This is to be investigated before the project can/cannot commence.

25. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2023/179	New Planning Portal	CF	Ongoing	Currently using the Scribe even though it is no longer supported.
2023/220	Personal Trainer – Jubilee Park	BD	Ongoing	Gym sessions are currently ongoing, slow up take to begin with.

26. PCSO Crime Report

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

27. Expenditure to date

The Clerk will present the expenditure to date. (see attached)

28. Accounts for Payment

10.1 A schedule of Accounts for Payment to be tabled. (see attached).

10.2 Retrospective approval is sought for mapping software which was purchased for work on the Neighbourhood Plan and other Steering groups. The software is also useful for any planning applications. The Chair authorised the spend on £350+vat. For resolution to accept.

29. General Power of Competence

The Clerk requests members to re-adopt the General Power of Competence (GPoC).
A Parish or Town Council must meet the criteria set out by the Secretary of State (Localism Act 2011 s8) set out in the Parish Councils (GPoC prescribed conditions Order 2012).
The Parish Council meets the criteria. For resolution to re-adopt.

30. Internal Audit 2023/24

30.1 The Internal Audit has been completed for 2023/24 by JDH Business Services Ltd and concludes that: (report attached)

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, ***except for*** *the recommendations reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.*

Also reported, first year using Scribe software.

I analysed the entire years sales and purchases of investments through the Stansby statements just to make sure it had been correctly reproduced within SCRIBE and everything was posted correctly so well done. (JDH Auditors).

30.2 AGAR - The Clerk will now commence work to complete the External Audit information and request members agree and approve Section 1 of the AGAR report. For discussion and resolution.

31. Insurance 2024/25

One of the recommendations from the internal audit was that the fidelity insurance which currently stands at £250k needs to increase. The Clerk has obtained quotes as follows: £500,000 for an additional £28.00 or £1 million for an additional £62.97. The Clerk would recommend the £1 million cover. For resolution to accept.

The current insurance policy (fixed for 3 years, commenced in 2023) is £6,896.47+12% tax.
The vehicle insurance is £879.18
Ill-Health Insurance is £975.26.

32. Requests for Funding

32.1 A request for £250 has been received from Thelwall and Grappenhall Railway club. (see attached). The Clerk wrote to the club in November 2021 to suggest that they seek a rent reduction from the GYCA. A 50% reduction was granted for 2022/23, but not offered for 2023/24/25. Room hire has increased over 100% in the last 4 years. For discussion and resolution.

32.2 A request for £400 has been received from the Friends of St Wilfrids School towards the running of Walking Day. (See attached). For discussion and resolution.

32.3 A request for funding has been received from the Thelwall 1100 Committee (see attached) The Clerk will explain in further detail at the meeting. For discussion and resolution.

33. Warrington Borough Council

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

34. Neighbourhood Plan Working Group

15.1 Cllr Browne will provide an update to members.

15.2 Current Neighbourhood Plan costs are standing at £8k with a further predicted spend of £10k, excluding internal labour costs. The Clerk would like members to consider if the grant application is unsuccessful (the maximum £10k being requested) how members wish to fund the project. For discussion and resolution.

35. South Warrington Parishes

Cllr Browne will provide an update to members.

36. Consideration of Planning Applications

To consider any planning applications which require an immediate decision.

Sent: Wednesday, May 22, 2024 3:35 PM
Subject: Minutes of Special General Meeting 11th April 2024 and Update on Transfer of Engagement

Dear Shareholder

I attach below the minutes and motions passed at the Special General Meeting on 11th April 2024.

The board would also like to provide you with the following update on the work subsequently undertaken on the proposed transfer of engagement.

- No further update has been received from Warrington CEC who we are advised are still considering their position.
- LiveWire CEC board members have met with board members of Lymm Community Energy (a community benefit society set up with similar aims and operating model asLiveWire CEC) with a view to considering Lymm CEC as a transferee organisation for LiveWire CEC operations.
- Lymm CEC board met to discuss the proposal and agreed to consider the transfer without prejudice and subject to due diligence.
- Lymm CEC are aware that Warrington CEC is also a possible transferee organisation and that any transfer would be subject to a vote of LiveWire CEC shareholders the board would need to demonstrate that the recommended transferee organisation was suitable in terms of organisational fit, and has the required skills and capacity to run the organisation.
- Joint meetings have been held with Lymm CEC board members as part of this due diligence process.
- Lymm CEC have clarified that they are able to operate outside of Lymm in the surrounding areas and that they would alter their company articles or rules to formalise operating further afield.
- The joint meetings have also covered operational arrangements for each LiveWire CEC installation, and the arrangements in place with Warrington Borough Council and formerly with LiveWire CIC.
- The LiveWire CEC board members are currently preparing the relevant historical and up to date operating information and data to be sent to Lymm CEC (also in line with that proposed at the SGM) together with a full set of accounts.
- We are waiting for Warrington Borough Council to confirm some issues such as the bond and loan repayments, the board expects to be able to send a full set of operational and financial information together with a full set of accounts to Lymm CEC by the end of May 2024.
- Following receipt of the full set of information from us Lymm CEC will seek independent, financial and legal advice and respond formally to the proposal of transfer of engagement to them.
- If the proposal is agreed there will be a LiveWire CEC shareholders meeting called to consider the recommendations from the board. Any decision to transfer must be endorsed by the Financial Conduct Authority, and only then can it go ahead.

In the meantime, Lymm CEC have asked us to ask LiveWire shareholders if they wish to withdraw their shares and seek repayment of their investment. To that end I would be grateful if you could let me have an indication of whether you would wish to withdraw your shares. This is non binding at this stage but it gives both boards an indication to enable future planning etc. Please reply to jansouness@icloud.com, all replies will be held in the strictest confidence at this stage.

Kind Regards

Jan Souness

Thelwall and Grappenhall Model Railway Club



6 Barsbank Lane
Lymm
Cheshire
WA13 0ES

Ms C Fellows, Clerk to the Council,
Grappenhall & Thelwall Parish Council
Council Office
Bellhouse Lane,
Grappenhall.
Warrington
WA4 2SG

asked for accounts

Dear Ms Fellows

Grants to Community Organisations

Our Model Railway Club is based at the rear of the Grappenhall Youth and Community Centre and its membership is open to anyone over 16 years of age as well as accompanied children. We have been operating now for over 15 years and hold regular Open Days attracting families from the parish. Pre-Covid we welcomed young people's groups such as cubs for their own operating sessions and are planning to do this again.

The Club's income from membership fees and open days is only sufficient to pay rent to the Grappenhall Youth & Community Association and for public liability insurance. Improvements to the layouts have to be financed by members. A lot of our trackwork is now past its useful life and is failing causing running problems and we have no reserves to fix the increasing issues.

Our members are enthusiastic about continuing and are planning Open days in late May and in July and in Autumn.

It would be much appreciated if the Parish Council could consider assisting the Club with a grant of say £250 to help us in replacing faulty pointwork and deteriorating track and scenery so we can continue to be an asset to the community.

If you require any further information, I will be pleased to provide it.

Yours sincerely.

CD Harrop

Chris Harrop (Chairman)
d.harrop733@btinternet.com
07788 595611

Friends of St Wilfrid's School
St Wilfrid's School
Church Lane
Grappenhall
WA4 3EP

Dear Grappenhall and Thelwall Parish Council,

On behalf of Friends of St Wilfrid's School, I am writing to request a donation of £400 towards the running of Grappenhall Walking Day, Rose Queen and Summer Fair which we are holding on 22nd June 2024.
The event, as you know, benefits the whole community and we are delighted to be able to put on the event again. The running costs have increased significantly in recent years and so we are looking to the Parish to assist. The reasoning behind this is to still maintain it as a free to enter Community event. It is our desire for there to be no impediment for families and the wider Community to enjoy the Walk of Witness and the following Fair.
So far we have had local businesses come forward with sponsorship for elements of the Fair and this will allow us to provide more entertainment throughout the Fair.
We hope you are able to look to this request favourably and we look forward to receiving your response.

Kind Regards,

The Organising Committee of Walking Day

7th June 2024

Dear Members of Grappenhall & Thelwall Parish Council

RE: Thelwall 1100 legacy projects

The Thelwall 1100 management committee are currently working on legacy projects using the remaining Heritage Fund grant. The grant that was awarded totalled £37,651 and in 2023 we received other donations including £1,000 from Grappenhall & Thelwall Parish Council. We have also managed to generate income from the sale of publications and some of the events we organised. This has increased our income to £43,754.97.

Expenditure to date on the events and other expenses has so far amounted to £24,493.68 leaving £19,261.29 left for our remaining legacies and a final 'closing' event. Out of our remaining funds, we have yet to receive the final payment from the Heritage Fund of £3,765.10.

Although we still have a significant sum left, we fear that we will not be able to complete the final projects; projects that we feel are an essential part of the Thelwall 1100 celebrations. We really must create some long lasting evidence of our celebrations and of our heritage.

We are allocating around £5,000 of our remaining funds for information boards. We have received 3 quotations under this amount but without any planning costs or installation costs.

We have also allocated a similar amount for our heritage plaques and again have received quotations under this amount but without associated planning and installation costs.

We are still waiting for costs for our proposed artwork installation but would suspect this would be in the region of £10,000. As you can see, we are running out of funds.

This letter is a request for practical support and financial assistance from the Parish Council towards permissions, purchases and installation costs associated with the proposed heritage signage up to £8,000. We enclose details of the heritage signage proposed and the quotations received to date.

We confirm that the sum of £10,000 will be set aside to pay invoices submitted by Grappenhall & Thelwall Parish Council for heritage signage products within seven working days of receipt by the T1100 Treasurer. We may need to ask for assistance with the art installation or final event but we do not have any information to hand yet.

I would like to take this opportunity to thank the Parish Council for supporting our celebration events in 2023 and for the practical support of Parish Council staff, helping us deliver these legacy projects for the community.

Yours sincerely

Noel Conreen

Treasurer (Thelwall 1100)