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

9th April 2025

Dear Councillor

Members of the Council you are hereby summoned to attend the Full Council meeting of GRAPPENHALL AND THELWALL COUNCIL on Thursday 17th 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

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

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

260. 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.

261. Minutes
To approve as a correct record the minutes of the Parish Council Meeting on 20th March 2025. To receive the minutes of the Resources Committee on the 25th March and Planning Committee held on the 3rd April 2025.

262. Information for Noting
a) The new Handyman at the Walled Garden commenced work on the 8th April. Brian Rose will work 12 hours per week, including alternate Saturdays to support the Gardener/Manager.
b) The casual Park Caretaker has been appointed to cover holidays and sickness. Dan Neeham has joined the team.
c)The Civic Celebration will be held at the Walled Garden on the 15th June 2025.
d) The Clerk has contacted Primrose at the Walled Garden to ask if they intend to extend the contract beyond September 2025.
e) A thank you from the Tuesday Litter Picking team for the donation.
f) The Thelwall and Grappenhall Railway Club has emailed to say thank you for the donation. They will report to council later in the year on how the fund raising is progressing.
g) Councillor Contact information to be emailed separately.

263. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2024/118	New Village Signage	BD	Ongoing	WBC have informed the PC that the employee dealing with this project is currently on sick leave and no further update can be given at this time.
2024/134	Heating PC Offices	CF	Ongoing	The planning application has been approved. Please see agenda item 270.
2024/196 2024/243	GYCA Solar PV Installation	CF	Ongoing	The Clerk has written to Livewire with the terms of the purchase as agreed at council 20th March
2024/240	Printer PC Offices	CF	Ongoing	A date for a new copier is yet to be confirmed.
2024/241	Parish Warden Additional hours	CF	Completed	The Parish Warden is now working 37 hours across the Parish and Walled Garden
2024/242	Governance	CF	Completed	The new adopted 'Request for Financial Assistance Policy' is now available on the website.
2024/246	Parks and Open Spaces	BD	Ongoing	The Clerk has requested the P&OSC engage with the two companies who quoted for a design and management strategy to present to the P&OSC to help decided which company they feel would meet the criteria of the council and residents.
2024/247	Glasshouse Survey	CF	Ongoing	Charles Blackett-Ord will attend site on the 15th April to carry out a structural survey.

264. PCSO Crime Report

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

265. Expenditure to date

265.1 The Clerk will present the following expenditure to date:
a) Full year 2024/25 expenditure v budget
b) April 2025 expenditure to date

266. Accounts for Payment

266.1 A schedule of Accounts for Payment to be tabled.

266.2 The Clerk has received the ChALC renewal for 2024/2025 at a cost of £1592. The service is widely used by the Clerk and training for staff and members is at a reduced cost. For discussion and resolution.

266.3 To ratify the petty cash expenditure for the Parish Council Office February 2025 – March 2025 for the amount of £218.95.

266.4 To ratify the petty cash expenditure for the Walled Garden from February 2025 – March 2025 for the amount of £260.48.

Cllr Fisher has checked and verified all receipts.

267. Earmarked Reserves

To agree on the Earmarked reserves for the end of the financial year 2024/2025 as recommended by the Resources Committee. For discussion and resolution.

268. Asset Register

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

268.2 The following are to be disposed of:
1) To note the removal of the asset 'land off Thelwall New Road' from the asset register which was sold in August 2016.
2) Microwave Walled Garden purchased in 2007 for the cost of £80.00, disposal value Nil.
Resolve to accept the above disposals.

269. Requests for Funding

A request for financial support had been received from Thelwall Rose Queen. They are asking for the regular donation of £250 to be increased due to the rising costs of putting on the event. For resolution to accept.

270. Air Source Heat System

The Planning application for the air source heat system for the Parish Council Offices has been approved by WBC, Cllr Davies will present three quotes for consideration. For discussion and resolution.

271. Staff Training

270.1 The Parish Council has been contacted by Reaseheath College as they are offering a Forestry & Arboriculture Skills Bootcamp which is a 10-day course delivered in two blocks from 9th June to 20th June 2025 (9 AM - 4 PM). This hands-on training is designed to provide delegates with the practical skills required to succeed in the forestry and arboriculture sectors. The cost of the course is £615 per delegate reduced from £6,148 due to funding received.

Starter Kit Included – Upon successful completion, delegates will receive a comprehensive starter kit, which includes:

- Chainsaw Trousers
- Chainsaw Boots
- Helmet
- Emergency Whistle
- First Aid Kit

The Gardener/Manager Oliver Gross and the Parish Warden Martin Stuart have expressed an interest in attending. For discussion and resolution.

270.2 The Clerk would like all staff to attend a Fire Warden Training Course. The cost of a classroom course for up to 12 people is £800+vat. Or there is an alternative online course for £55 per attendee. For discussion and resolution.

270.3 The Clerk and Admin Clerk is organising for the Gardener/Manager and Handyman to attend a basic first aid course at Safety Central.

272. SEWUE (South East Warrington Urban Extension)

Cllrs Browne and Speed will briefly update members on SEWUE matters.

273. Warrington Borough Council

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

274 Consideration of Planning Applications

To consider the following planning application which requires an immediate decision.

2025/00368/FUL – Cuerdon Manor House. Change of use of existing building to one dwelling.