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

27 November 2025

Dear Councillor

Members of the Council you are hereby summoned to attend the Full Council meeting of GRAPPENHALL AND THELWALL COUNCIL on **Thursday 4th December 2025 at 7.00 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

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

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

175. 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.

176. Minutes
To approve as a correct record the minutes of the Parish Council Meeting on 5th December 2025.
To receive the minutes of the Environment Committee held on the 11th November 2025.

177. Correspondence Miscellaneous
a) The Neighbourhood Plan Working Party will be attending St Wilfrid's Christmas Fair on the 6th December, members welcome to support.
b) The GYCA has emailed to say thank you for the grant received towards the damp proofing of the Olde Barn.

178. Information for Noting
a) The Parish Warden Vehicle has been extended for a further 12 months, until December 2026.
b) SLCC to hold the Christmas Branch meeting at the Walled Gardens on the 4th December.
c) Cllr Ford has got the old tablet for the Speed Indicator Device working. The Clerk will now return the one recently purchased for £390+vat.
d) A thank you has been sent to David Shelton for his participation in the Speed Awareness Working Party.
e) Councillor Contact information update will be emailed to all Councillors before the meeting.

179. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2024/134	Air Source Heat Pump	BD/CF	Ongoing	Work to commence 19th January 2025, which was agreed with the Clerk and Ass Clerk due to annual holidays colliding.
2024/196 2024/243	GYCA Solar PV Installation	CF	Ongoing	Cllr Davies is completing all necessary paperwork for GTPC to purchase the Solar panels. This should complete first week of December.
2025/109.2	New Bin Broad Lane	BD	Ongoing	The Assistant Clerk has contacted WBC to install the new bins

180. Expenditure to date

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

181. Accounts for Payment

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

181.2 To ratify the petty cash expenditure for the Walled Garden Sept 2025 £172.75+vat and Oct/Nov 2025 for £159.72+vat. Cllr Fisher has checked and verified all receipts.

181.3 To ratify the petty cash expenditure for the Parish Council April-November 2025 for £377.49+vat. Cllr Fisher has checked and verified all receipts

181.4 To note the following items over £500 for November that must be published under the Transparency Code or the Audit Regulations Section 13 (2) 'Payments over £500 each quarter.

a) David Platt Landscapes £1848+vat for Thelwall Junior school Christmas tree.
b) Beechwood Industries £1260+vat for Yew Hedge cut at the Walled Garden.*:*

The Local Government Transparency Code 2015 relates to a Parish Council which has gross annual income or expenditure (whichever is the higher) exceeding £200,000.

182. Resources Committee Part Two

182.1 The National Living Wage is increasing to £13.45 which is SCP 4. Currently Park Wardens are on SCP 2. This may be addressed in the 2025/26 pay review.

The cost implications have been included in the draft budget.

182.2 The Clerk recommended that a gratuity payment is made in respect of all the Neighbourhood Plan work completed by two employees and requested members considered a 'one off' payment of which was discussed in a closed session. The Clerk will circulate the minutes of Part Two. It **was resolved** to accept the recommendation for adoption at Full Council on November 20th, 2025, and the payment to be made in March 2025 payroll run.

Public Bodies (Admission to Meetings) Act 1960 s.2
A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

183. Requests for Funding

The Clerk has received the following requests for funding:

183.1 Warrington Open Door at Christmas (WODAC) please see attached. For discussion and resolution.
183.2 The newly formed 'Thelwall Community Choir' has requested a donation of £500 towards some folding chairs. The Choir is not currently set up as a registered charity or a non-profit organisation. Alternatively, the Parish Council can purchase the chairs and donate to the choir (application attached). For discussion and resolution.

184. Warrington Borough Council Matters

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

185. GYCA

Cllr Worsley will update members on GYCA matters. Trustees are proposing they install Postal Collection Boxes in the car park of the GYCA. Details will be forwarded to members before the meeting. For discussion and resolution.
A member of the Trustees has requested permission for GYCA advertising around the Parish. For discussion and resolution.

To note: the Clerk has contacted the Chair of GYCA via the Liaison member Cllr Worsley to discuss a proposal for the Parish Council to take over the 'Blue Sky' room at the side of the barn for storage and small workbench for the wardens.

186. Road Safety Working Party

Members of the Working party will provide an update at the meeting.

GRAPPENHALL AND THELWALL PARISH COUNCIL

Please complete the form below and email or post it to the contact details given in the accompanying a 'Guide to applying for a grant or Donation'

How we can contact you	
Your Name	Louise Addley
Name of organisation you are representing	Warrington Open Door At Christmas
Position in organisation	Vice Chair
Payee Account details (include account name, sort code and account number)	WODAC Community Account a/c 24190756 sort 01-02-46
Postal address	WODAC THE COTTAGE BROOK LANE RIXTON WARRINGTON WA3 6DT
Email	louiseaddley@yahoo.com
Telephone number	07971086752
What the organisation does	We open our door for those who need it for 9 days from 25th Dec up to and including 1st Jan
What are the main aims/activities of the organisation?	When food banks, clubs and other groups are closed, we provide a warm, safe shelter, food and companionship to those who want it in the Warrington community. We provide a 3-course meal every day, snacks, craft workshops, entertainment, chiropodists, hairdressers, beauticians, warm clothes and food parcels. Most of all, we provide support and companionship and our guests leave feeling special.
How many people work for or help the organisation?	The committee is made up of 15 volunteers. Over the 9 days we have 200 volunteers plus the committee.
How do the residents of Grappenhall and Thelwall benefit from the organisation's activities? You can refer to the questions we will ask when considering your application that can be found in our 'Guide to applying for a grant or Donation'.	Some of residents in Grappenhall & Thelwall will be affected by the cost of living and in need of our services. In addition, some of the residents in Grappenhall & Thelwall as in other affluent parts of Warrington are equity rich and cash poor which means that they can't afford to buy food or warm their homes. Also, Christmas is a lonely time of year that can affect everyone regardless of the bank balance. All are welcome at Warrington Open Door At Christmas.

Is the organisation registered with the Charity Commission?	We are a community charity so nor registered.
Registered Charity Number (if applicable)	
What you would like us to fund	
Please describe your project/event and how you will use the funding	To help run WODAC this year, we're looking for a contribution of around £200 to supplement the food donations that we receive so that we can provide warm meals and refreshments for our guests along with food parcels for those that need them. https://www.wodac.org.uk/
How much will the project or event cost?	The Project needs approximately £15k per year to run. We have seen a big increase from last year due to the increase in food, utilities, fuel etc.
How much funding are you requesting from Grappenhall and Thelwall Parish Council	£200
If this is not the full amount, please give details of additional funding from other sources	We have funding from other parish councils in the borough ranging from £400 to £50. We are grateful for anything we receive. We apply for grants from different sources. ASDA and Tesco are very generous towards WODAC. Without fund raising we cannot run WODAC and support those in the community that need it…young (18+) and old.

Dec 5th Meeting

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GRAPPENHALL AND THELWALL PARISH COUNCIL

Please complete the form below and email or post it to the contact

How we can contact you	
Your Name	Graham Skelland
Name of organisation you are representing	Thelwall Community Choir
Position in organisation	Choir leader
Payee Account details (include account name, sort code and account number)	Ac name : Skelland CA Ac no : 66672856 Sort code : 01-09-17
Postal address	70 Pelham Road, Thelwall, Warrington. WA4 2HA
Email	thelwallchoir@gmail.com
Telephone number	07521 260881
What the organisation does	
What are the main aims/activities of the organisation?	We are a newly-formed community choir and our aim is to sing, smile and socialise. We meet to rehearse every Thursday at the Holyrood Nursery building in Thelwall. We are about to do our first performances at the Thelwall Christmas Fayre, Cobbs Infant School in Appleton, and the Monday Lunch Club at All Saints Church. We also have our own Christmas concert at Thelwall Parish Hall with all profits going to the Music and Memory dementia support group in Warrington.

How many people work for or help the organisation?	We have over 70 members at present
How do the residents of Grappenhall and Thelwall benefit from the organisation's activities? You can refer to the questions we will ask when considering your application that can be found in our 'Guide to applying for a grant or Donation'.	Whilst our main aim is enjoyment of making music, members appreciate the opportunity to make new friends in the community, and the mental health benefits of singing and social contact. Almost all members are Grappenhall and Thelwall residents, and all support the idea of contributing to the community through our performances and charity fund-raising.
Is the organisation registered with the Charity Commission?	No
Registered Charity Number (if applicable)	
What you would like us to fund	
Please describe your project/event and how you will use the funding	The venue we rehearse in is perfect in every way (location, size, acoustics, car parking) bar one – we don't have enough chairs! There are 30 chairs available which would have been fine for the sort of response I initially expected, but having rapidly grown to 70 members it means we are presently bringing our own folding/garden/camping chairs to each rehearsal. We would like to purchase 40 easy-to-store folding chairs so that we can meet without needing to carry our own chairs each week.
How much will the project or event cost?	£500
How much funding are you requesting from Grappenhall and Thelwall Parish Council	£500
If this is not the full amount, please give details of additional funding from other sources	