MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL AT THE COUNCIL OFFICES, BELLHOUSE LANE, ON THURSDAY 19 MARCH 2026

Present Councillors Browne (Chair), Davies, Dolan, Fisher, Furnell, Hignett, Johnson, Taylor, Speed and Worsley.

In Attendance Colette Fellows, Clerk and Responsible Financial Officer

Action

242. It was **resolved that** apologies and reasons for absence from Councillors Fernyhough, Hockenhull, McQuillian and Warner be accepted.

243. Dispensation Requests
Members considered a dispensation request from Cllr Ford. It **was resolved** to accept the request for 3 months absence. **CF**

244. Disclosures of Pecuniary and Personal Interests
Councillor Speed declared a personal interest in agenda item 253.2.

245. Minutes
Resolved that the minutes of the Parish Council Meeting on 19 February 2026 were approved as a true record. Received the minutes of the Estates Committee on the 24th February 2026, the Environment Committee on the 3rd March and the Planning Committee on the 5th March 2026. **CF**

246. Correspondence Miscellaneous
An invitation was received from WBC's Democratic Services on behalf of the Cheshire and Warrington Combined Authority seeking one member of the Parish Council to attend a session to gain an understanding of how the Combined Authority will work, what powers and investment are on the table, and to help the Combined Authority understand the priorities which can make the biggest difference for Warrington and the wider region. The event will be held on 21 April 2026 at 5.30-7.00pm in the Council Chamber, Warrington Town Hall.

247. Information for Noting
a) The defibrillator has been delivered and taken to Grappenhall Community Library, once installed with signage, the Parish Council Office will alert 'The Circuit' who monitor all working Defibrillators for emergency purposes. At a cost of £1,240+vat.
b) The Clerk has investigated the current spyware as mentioned by Cllr Furnell in the previous meeting. Once the current license has expired, the clerk will use Bitdefender, ESET or F Secure as recommended by Rob Worsley (IT consultant).
c) The van has been repaired at a cost of £390.26+vat for new wing mirror.
d)The ChALC subscription for 26/27 is £1631.80 (maximum fee) information will be emailed. The Clerk will renew in April 2026.
e) Councillor Contact information update will be emailed to all Councillors before the meeting.

DRAFT

248. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2025/210	Permissions and processes for a Speed Gun.	C Ford	ongoing	The Road Safety Working Party are awaiting permissions and process before they purchase a speed gun to replace the broken old one.
2025/232	War Memorial - Thelwall	C Fellows	ongoing	The Clerk has contacted a volunteer who is willing to help with the design and initial installation. The wardens will manage going forward.
2025/233	EV Charger GYCA Car Park	C Fellows	ongoing	The Clerk is gathering information for an economic case to include cost/benefit evaluation of current environmental impacts from emissions.

249. PC Crime Report

An updated crime report was circulated to Members prior to the meeting.

250. Expenditure to date

The Clerk presented the expenditure to date as of the 19th March 2026
The 'on target' expenditure for March (mid-month 12) was 95%.

- Parish Council expenditure was running at 86%.
- Walled Garden expenditure was running at 84%.
- The overall figure was 85%.

251. Accounts for Payment

251.1 It **was resolved** that payments awaiting authorisation totalling £29,482.18 be approved £34,230.96 (see attached).

251.2 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) Warrington Borough Council payment of £2750+vat for Hoppath in Elizabeth Park.
b) Warrington Borough Council payment of £1902.29+vat for Boundary signage.
c) Defib Warehouse payment of £1,240+vat for Grappenhall Library
d) Oxendales payment of £629.80+vat for roof repairs at 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.

251.3 It **was resolved** to accept the petty cash expenditure for the Walled Garden (January - February 2026) for £167.45+vat. Cllr Fisher had checked and verified all receipts.

252. Civic Celebration May 2026

The Clerk has now confirmed the date for the Civic Celebration as the 31st May 2026, 1-4pm at the Walled Garden. Due to restrictions in numbers, the Chair has completed the list in priority order with the Clerk.
The Clerk requested members agree a budget, due to the event not taking place for 3 years. The cost in 23/24 was £2.5k. The Clerk is also requesting to employ some paid help for the day. The budget for 25/26 was £2000, but the civic service budget wasn't spent in 24/25, with £2k Earmarked (minute ref 2024/267). It **was resolved** to budget £4k, to include paid help. The Clerk to report back with final costings.

253. Requests for Funding

The Clerk received the following requests for funding:

253.1 The Tuesday Litter Picking Team (application sent out separately). It **was resolved** to award the TLP £300.

253.2 Thelwall Junior School – mini men to improve road safety ((application sent out separately). It **was resolved** to purchase the mini men for the school, under the condition that the school liaise with WBC Traffic Management, Road Safety and Highway Adoption team to discuss potential use. CF/HS

254. Environment Committee

At the meeting of the Environment Committee on 3 March 2026, it was recommended that Council install 2 Broxap Bedlington planters on the forecourt of the shops at Barley Road, Thelwall at a cost of £1423.00 + vat each plus a delivery charge of £192.00. In addition, there would be costs for soil/plants.
It **was resolved** to accept the recommendation.

It was recommended not to pursue railing planters at Knutsford Road, Grappenhall but rather to investigate the possibility of similar planters being installed on the forecourt of the Co-op/Chemist on Knutsford Road.

255. Warrington Borough Council Matters

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

256. Consideration of Planning Applications

The following planning applications were considered, see attached report:

2025/01705/VARC Removal of Condition 6 (Permitted development rights extensions, garages and dormers) on 91/27686 (conversion of farm dwellings to 3 dwellings at Manor Farm, Cartridge Lane, Grappenhall, WA4 4SH

2026/00291/CLDP Single storey extensions to the side and rear and a porch to the front, 62 Weaste Lane, Thelwall WA4 3JR For Information Only

2026/00136/TPO Fell 2 No. Trees, 420 Stockport Road, Thelwall WA4 2TA

DRAFT

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Chair print and sign.

Print…… **Sign ……**

Grappenhall and Thelwall Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT	Type	Net	VAT	Total
477	Office Cleaning	04/03/2026		Barclays - Current Ac	26/02	Amanda Sweeney	Amanda Sweeney - Cleane		Z	60.00		60.00
477	W.G Cleaning - Labour/Materia	04/03/2026		Barclays - Current Ac	26/02	Amanda Sweeney	Amanda Sweeney - Cleane		Z	360.00		360.00
478	Grounds Maintenance	04/03/2026		Barclays - Current Ac		Grounds Maintenance	Beechwood Industries		S	774.96	154.99	929.95
479	Bank Charges	04/03/2026		Barclays - Current Ac		Banking Charges	Barclays		X	14.16		14.16
480	Vehicle Repairs	04/03/2026		Barclays - Current Ac	Grappenhall Motor	Van Repairs	Miscellaneous		S	390.26	78.05	468.31
481	Environmental Improvements	04/03/2026	2025/109.2	Barclays - Current Ac		Replacement Bin - Broad Lane	Warrington Borough Counc		S	322.26	64.45	386.71
482	Environmental Improvements	04/03/2026	2025/43.1	Barclays - Current Ac		Elizabeth Park - Hoppath	Warrington Borough Counc		S	2,750.00	550.00	3,300.00
483	Environmental Improvements	04/03/2026	2024/118	Barclays - Current Ac		Boundry Signage	Warrington Borough Counc		S	1,902.29	380.46	2,282.75
484	W.G Outreach Expenses	04/03/2026		Barclays - Current Ac	Have a go Group	S Chorlton	S M Chorlton		Z	40.00		40.00
485	Equipment and Site Maintenan	04/03/2026		Barclays - Current Ac		Cycle Bike Repair - Jubilee Park	Wicksteed		S	227.95	45.59	273.54
486	Equipment Purchase/Hire/Repa	04/03/2026		Barclays - Current Ac		Boiler roof repairs Walled Gard	C M Oxendales		S	629.80	125.96	755.76
487	Vehicle Hire - Parish Warden	04/03/2026		Barclays - Current Ac	16/04	Vic Young - Van Hire	Vic Young Ltd		S	357.31	71.46	428.77
494	Staff - Uniforms	05/03/2026		Barclays - Current Ac		Uniform - Staff	Touchline		S	54.85	10.97	65.82
495	W.G Oxendales (Under floor h	05/03/2026		Barclays - Current Ac		Boiler Annual service	C M Oxendales		S	460.00	92.00	552.00
496	Civic Celebration	05/03/2026		Barclays - Current Ac	String Quartet - De	Bridgewater Quartet	Miscellaneous		Z	99.00		99.00
497	Office Maintenance Work	05/03/2026		Barclays - Current Ac	BigDug Racking	BigDug Racking	Miscellaneous		S	104.95	20.99	125.94
498	Parish Council Salaries	12/03/2026		Barclays - Current Ac		PC Payroll	Grappenhall and Thelwall P		Z	9,885.45		9,885.45
498	HMRC PAYE/NI	12/03/2026		Barclays - Current Ac		PC Payroll	Grappenhall and Thelwall P		Z	2,825.98		2,825.98
498	Parish Council Pensions	12/03/2026		Barclays - Current Ac		PC Payroll	Grappenhall and Thelwall P		Z	1,899.84		1,899.84
498	W.G Salaries	12/03/2026		Barclays - Current Ac		PC Payroll	Grappenhall and Thelwall P		Z	4,610.93		4,610.93
498	W.G HMRC/PAYE/NI	12/03/2026		Barclays - Current Ac		PC Payroll	Grappenhall and Thelwall P		Z	1,467.48		1,467.48
498	W.G Pensions	12/03/2026		Barclays - Current Ac		PC Payroll	Grappenhall and Thelwall P		Z	1,316.22		1,316.22
499	Staff Travel Expenses	23/03/2026		Barclays - Current Ac		Travel Expenses - Bradley Low	Miscellaneous		Z	8.55		8.55
500	Staff Travel Expenses	23/03/2026		Barclays - Current Ac		Travel Expenses - Martin Stuar	Miscellaneous		Z	1.70		1.70
501	W.G Staff Travelling Expenses	23/03/2026		Barclays - Current Ac		Colette Fellows	Miscellaneous		Z	43.20		43.20
502	Staff Travel Expenses	23/03/2026		Barclays - Current Ac		Beverley Stuart	Miscellaneous		Z	20.92		20.92
503	W.G Waste Removal	17/03/2026		Barclays - Current Ac		Trade Refuse Walled Garden	Warrington Borough Counc		Z	973.96		973.96
504	Utilities	17/03/2026		Barclays - Current Ac		Garden Waste PC Offices	Warrington Borough Counc		Z	87.00		87.00
505	Utilities	17/03/2026		Barclays - Current Ac	Blue bin x 1	Recycling PC Offices	Warrington Borough Counc		Z	397.54		397.54
506	W.G Staff Travelling Expenses	17/03/2026		Barclays - Current Ac	mileage for 25/26	Travel Expenses	Kate Fitch		Z	28.80		28.80
507	Subscriptions - Software	18/03/2026		Barclays - Current Ac	08/04	Payroll Software	Sage		S	41.50	8.30	49.80
508	Subscriptions - Software	18/03/2026		Barclays - Current Ac		Microsoft	Microsoft		S	102.90	20.58	123.48
509	Utilities	18/03/2026		Barclays - Current Ac		Parish Council Electric	Eon Next		L	133.33	6.67	140.00
510	W.G Utility Gas/Elec/Water	18/03/2026		Barclays - Current Ac		Walled Garden Water	WaterPlus		E	90.45		90.45

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Grappenhall and Thelwall Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
511	W.G Utility Gas/Elec/Water	18/03/2026		Barclays - Current Ac		Walled Garden Gas	Eon Next	L	476.19	23.81	500.00
512	W.G Utility Gas/Elec/Water	18/03/2026		Barclays - Current Ac		Walled Garden Electricity	Eon Next	S	833.33	166.67	1,000.00
513	Telephone/Internet	18/03/2026	Aug 25	Barclays - Current Ac	13193	Telecommunications costs	Hudson Hill Consulting	S	90.00	18.00	108.00
513	W.G Telephone/Internet	18/03/2026	Aug 25	Barclays - Current Ac	13193	Telecommunications costs	Hudson Hill Consulting	S	52.50	10.50	63.00
514	Equipment Purchase/Hire/Repa	18/03/2026		Barclays - Current Ac		dishwasher - Walled Garden kit	BACE Facilities Group	S	120.00	24.00	144.00
515	Equipment and Site Maintenan	19/03/2026		Barclays - Current Ac		litter Pickers	Warrington Borough Counc	S	175.40	35.08	210.48
								Total	34,230.96	1,908.53	36,139.49