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

20 October 2026

Dear Councillor

Members of the Council you are hereby summoned to attend the Full Council meeting of GRAPPENHALL AND THELWALL COUNCIL on **27 October 2026 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

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

110. Dispensation Requests
To consider any dispensation requests from members. For discussion and resolution.

111. 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.

112. Minutes
To approve as a correct record the minutes of the Parish Council Meeting on the 19th September, item 97 has been amended. To receive the minutes of the Strategic Plan Working Group held on the 15th September, the Environment Committee held on the 22nd September, and the Planning Committee held on the 1st October. 2026.

113. Correspondence Miscellaneous
The Clerk has been contacted by Cheshire East and Chester Nature Recovery Officer wishing to present to members. The Clerk has suggested they contact all South Warrington Parishes to enable one presentation at one venue, one date for all to attend. The Clerk will support the Officer in organising.

114. Information for Noting
a) The Clerk and Assistant Clerk attended Grant Funding Course in Knutsford.
b) The Clerk attended an online Appraisal Course delivered by HR Company Worknest.
c) The Clerk and Asistant Clerk attended SLCC conference in Middlewich on the 24th September.
d) Councillor Contact information has been circulated to members. .

115. Update on actions from previous meetings

Agenda Item	Action Point	Lead	Status	Update
2025/279	Library Conference Equipment.	Clerk	Ongoing	The library Trustees are looking at a business case for use.
2026/36	Knutsford Road Verges	Assistant Clerk	Ongoing	See agenda item 123.1 below
2026/92	Regular donations	Clerk	Complete	
2026/93	Co-option	Clerk	Complete	All paperwork sent to WBC
2026/94	Governance	Clerk	Complete	All adopted policy is now on the website
2026/96	Remembrance Sunday Wreaths	Clerk	Ongoing	The Outreach Officer has agreed to make two wreaths.
2026/97	SID machine	Assistant Clerk	Ongoing	A meeting has been held on site with the relevant WBC Highways Officer to obtain advice on the most appropriate location for a permanent SID to be located on Thelwall New Road (Council Min 2026/97). WBC Officers have prepared the necessary drawings and WBC will fund and install the post. The solar panel and installation kit have been delivered.
2026/96	Grounds Maintenance Contract	Assistant Clerk	Complete	

116. PC Crime Report

An updated crime report has been emailed to Members prior to the meeting.

117. Expenditure to date

The Clerk will present the expenditure to date. (sent out separately).

118. Accounts for Payment

118.1 A schedule of Accounts for Payment to be tabled. (sent out separately).

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

a) Thomas Fattorini £542.08+vat – Chains of Office engraving and cleaning costs.

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.

119. Pay awards

The Clerk reported in the September meeting an incorrect pay rate for the holiday cover warden for Diamond and Jubilee Parks, who is currently on a fixed rate of £13.93 (not £13.50 as reported) to increase by 3.3% would make the hourly rate £14.39. For resolution to accept,

120. Requests for Funding

A funding request has been received from Thelwall Parish Hall towards a 'Carols around the tree' event (application sent out separately).

121. Thelwall War Memorial and village planting

121.1 In the 2025/26 budget a figure of £1k was agreed to replant the War Memorial in Thelwall.

Spend to date on this project has been £374. The Clerk will present some ideas on a herbaceous border with seasonal flowering which once established shouldn't be high maintenance. For discussion and resolution.

121.2 The planter on Barley Road will need replanting for the winter. Summer plant costs were £300+vat. For discussion and resolution to accept further costs for winter planting.

121.3 The triangle on Broad Lane needs winter planting. For discussion to redesign.

122. Committees, Appointments and Councillor Training

122.1 Cllr Stuart has requested to join the Planning Committee and the Environment Committee. For resolution to accept.

122.2 The Clerk has emailed all Councillors details of the ChALC training courses; Councillors Stuart and Taylor have been booked onto the Meetings and Procedures Course and the Warrington Code of Conduct course.

123. Environment Committee

123.1 Knutsford Road Verges

Members have requested that the potential to improve the appearance of the verges along Knutsford Road running from Cross Lane to Mayfield Road (approximately 182 metres in length) be referred to the Environment Committee for further exploration before any commitment is made to explore what utilities may lay underneath (Council Min 2026/36 and 2026/61).

The Environment Committee **resolved to recommend** to Council that the indicative costings (please see Environment minutes for full details, item 8) for either Option A or Option B were such that it was recommended that at this point in time the Council does not fund the trial pit work necessary to explore what utilities lie underneath at a cost of £723.87+vat. Cllr Speed and the Assistant Clerk will investigate whether there are any ring-fenced funding opportunities for such schemes from WBC and/or grant funding. For resolution to accept the proposal.

123.2 EV Chargers on Stansfield Road

Council authorised the Clerk/Assistant Clerk to seek quotes for legal assistance on preparing Heads of Terms (HoTs) to propose to WBC in relation to granting a lease on part of the Stansfield Drive car park to install EV chargers (see item no 11 on Environment minutes) and following that to negotiate and prepare a lease and to seek confirmation from WBC that it will pay all Parish Council's legal fees (Council Min 2026/62).

Members considered the submissions and **resolved to** recommend to Council that the quotes should now be forwarded to WBC along with its recommendation on the preferred quote (Quotation 2) and to seek confirmation that WBC will pay all Parish Council's legal fees. For resolution to accept the proposal.

123.3 Thermal Imaging Camera

A local resident has requested whether the Council would consider initiating a thermal imaging camera loan service similar to that provided in Lymm. The loan service in Lymm is administered by Lymm Environmental Action Forum (LEAF), a local community group which was granted monies from Lymm Parish Council to obtain the camera which allows residents to identify where they are losing heat within their homes. The camera is loaned to residents free of charge but with a £40 refundable deposit.

The cost of a thermal imaging camera, like that used by LEAF (FLIR ONE Edge Pro), is approximately £350. There is currently no evidence as to how much interest there would be from residents to borrow it. There would also be logistical and administrative implications for the Council in charging and loaning the equipment out to residents. It **was resolved** to recommend to Council that it does not to pursue a Council run loan service, but that it be suggested to the resident that if they were aware of any

community group(s) willing to administer such a scheme they could apply for a grant for the purchase of the necessary equipment. For resolution to accept the proposal.

124. Neighbourhood Plan Update

WBC has now forwarded copies of the Regulation 16 Consultation responses on the Grappenhall and Thelwall Neighbourhood Plan (GTNP). Nineteen individual responses were received. These include representations from WBC and Homes England.

WBC has requested the Neighbourhood Plan Independent Examiner Referral Service (NPIERS) provide details of suitably qualified and available Examiners and a shortlist of three Examiners has been received and reviewed. Confirmation has also been received that none of the shortlisted Examiners have any conflict of interest in examining the GTNP and that they are available to commence the Examination quickly.

Discussions have been held between WBC, the Assistant Clerk, Cllr Stuart and the chair of the GTNP Steering Group and a consensus has been reached on a preferred Examiner.

As the Qualifying Body, the Parish Council is required to confirm its agreement to the preferred Examiner. However, because WBC was keen to confirm the appointment of the Examiner before this meeting members were provided details of the preferred Examiner and requested to notify the Assistant Clerk if they had any objection to the preferred Examiner. No objections were received.

Homes England has indicated that it would like the Examiner to consider holding a hearing as part of the Examination process. It is considered that the Examination can be conducted by written representation. However, the format of the Examination will ultimately be determined by the appointed Examiner.

For resolution to retrospectively confirm that the appointment of the preferred Examiner is acceptable.

125. Warrington Borough Council Matters

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

126. Consideration of Planning Applications

To consider the following planning applications:

2026/01289/TPO - 5 Gateley Close, Thelwall WA4 2WN. Remedial works to 3 No. Trees

2026/01351/TPO - Massey Hall, Half Acre Lane, Thelwall WA4 3JE. Remedial works to no. 4 groups

2026/01305/FUL - Heathfield Residential Home, 20-22 Alexandra Road, Grappenhall, WA4 2EL. Proposed ground floor extensions to provide four additional bedrooms, enlargement of the lounge area, and first floor extension to provide 2 additional bedrooms.

2026/01322/FULH - 7 Woodford Close, Thelwall WA4 2NA. Proposed single-storey rear and side extensions, a rear dormer extension with Juliet balcony and proposed outbuilding.

2026/01339/TPOCA - Beech House, Bell Lane Thelwall WA4 2SY. For information only

2026/01330/TPOCA - 1 Broad Lane, Grappenhall, WA4 3ER. Fell x 2 trees. Remedial x 4 Trees For information only.

2026/01328/TPOCA - 3 Brookside Cottages, Thelwall New Road, Thelwall WA4 2SR. Remedial works to Leylandii Trees. For information only.