



# Appleton Parish Council

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Appleton Parish Hall, Dudlow Green Road, Appleton, Warrington,  
Cheshire WA4 5EQ

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**Minutes of the monthly Parish meeting of Appleton Parish Council held on  
Tuesday 21<sup>st</sup> January 2020 at 7.30pm at Appleton Parish Hall, Dudlow Green  
Road Appleton WA4 5EQ**

**Present:** - Councillor J Wheeler (Chairman)

Councillor K Arnett, Councillor B Axcell, Councillor I Axcell, Councillor G Skentelbery,  
Councillor T Stansfield, Councillor P Walker, Councillor J Walker.

Mrs. J Monks (Clerk), one PCSO

**Part One – This part of the meeting is open to the press and members of the public.**

**1. Welcome and apologies for absence**

Councillor J Wheeler welcomed everyone to the Parish Council meeting. Councillor J Price and Councillor S Bengner sent their apologies for the meeting.

**2. Members Code of Conduct**

Councillor G Skentelbery declared a pecuniary interest in relation to agenda item 18 as he was the editor of the Village Life Magazine as such, he took no part in the discussion and left the room for this agenda item.

Councillor P Walker declared a non-pecuniary interest in relation to the co-option of Mr R Johhson he had previously met him as he was on the County Council.

**3. PCSO / Police report**

The PCSO reported that there had been reports of criminal damage on Dingleway and a car theft elsewhere. There had been several reports of suspicious males and the number of reports of vulnerable people is increasing. There have also been two bike thefts from Broomfields School. The PCSO reported a growing increase in the number of cold callers to houses and urged residents not to purchase items from call callers. The PCSO surgeries at Broomfields and at the Parish Hall are ongoing and the PCSOs regularly call into the Tuesday coffee morning.

Councillor J Wheeler asked if the PCSO thought a permanent speed camera in Appleton Thorn would be beneficial. The PCSO thought this would be beneficial. The clerk was asked to put this as an agenda item for the next Parish Council meeting.

Councillor J Wheeler asked if the portable speed sign could be sited on Windmill Lane. The PCSO however said as this was a 20mph zone the sign could not be sited there as the speed sign was permanently set at 30mph.

#### **4. Public Participation.**

No members of the public were present.

#### **5. Co-option of Parish Councillor**

**RESOLVED** that;

Mr Rod Johnson was co-opted as a Parish Councillor for the Thorn Ward.

Mr R Johnson signed the acceptance of office book and he will complete and return a declaration of interest form.

The Chairman and Clerk will arrange an induction for the new Parish Councillor.

**RESOLVED** that;

The Parish council would advertise the two remaining Parish Council vacant seats on the noticeboards, Facebook and website. The closing date 28<sup>th</sup> February 2020 at midnight for applications.

#### **6. Minutes of last Parish Council meeting and matters arising**

**RESOLVED** that;

The Minutes of the Parish Council's monthly meeting held on Tuesday 18<sup>th</sup> December 2019 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

Councillor J Wheeler and Councillor J Walker asked for an update with regards to the website. The clerk confirmed that she was in process of obtaining quotes for a new website and this would be discussed further at the next Finance and General Purposes Committee meeting.

Councillor I Axcell asked if there had been any developments to know about the incorrect addresses for Appleton in Google maps. The clerk confirmed that she and Councillor J Wheeler had reported this to Google with no reaction.

The clerk confirmed that there had been no response from Warrington's Own Buses regarding the night bus service in Appleton Thorn. Councillor B Axcell stated that there are three buses after 7pm and that he will contact Warrington's Own Buses regarding extra buses for the new developments in Appleton.

The clerk confirmed that the Parish Ranger had inspected the grit bins and that any issues had been reported to Warrington Borough Council. The Parish Ranger was asked to re-visit all the grit bins in Appleton to ensure that they were all in working order. The clerk noted that the grit bin on Red Lane was damaged and this will be reported to Warrington Borough Council for their attention.

Councillor J Wheeler confirmed that the Parish hall had undergone a spring clean and this had created more space.

Councillor I Axcell noted that the titles for agenda and minutes under Part two should not disclose confidential information to the public. The clerk will seek legal guidance on this matter.

## **7. Minutes of the Finance and General Purposes meeting and matters arising.**

**RESOLVED** that;

The Minutes of the Finance and General Purposes meeting held on Thursday 9<sup>th</sup> January 2020 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

## **8. Health and Safety Policy**

Councillor P Walker reported that the policy was very good and requested that the requirement for staff to have business use on their car insurance was added to the policy. Subject to the above amendment it was;

**RESOLVED** that;

The Health and Safety Policy was confirmed by Parish Council. The clerk was asked to put a copy on the Parish Council's website.

## **9. Quarterly budget**

**RESOLVED** that;

The quarterly budget was approved at the next Parish Council meeting.

It was noted that the Parish Council was in a healthy position and that the reserves would be reviewed at the end of the year

## **10. Savings Account**

**RESOLVED** that;

An additional bank account was opened with another provider with a notice account in order to gain more interest and for a long-term investment. The clerk was asked to open an account with United Trust Bank with 1.5% interest which was a 100-day notice account and to invest £85,000 into this account.

## **11. Broomfields Youth Project grant for Football pitches**

The clerk had received a request for a grant of £1,900 for the use of the All-Weather pitches at Broomfields Leisure Centre for the use on a Friday night for the Broomfields Youth Project. This had been discussed at the Finance and General Purposes meeting on 9<sup>th</sup> January 2020.

The clerk was asked to contact LiveWire for further details before this could be considered by the Parish Council.

The clerk noted that no grant application has yet been received regarding a youth worker and that this would be put as an agenda item when the completed grant form had been returned to the Parish Council.

## **12. Planning**

**RESOLVED** that;

The Minutes of the Planning Committee meeting held on Monday 13<sup>th</sup> January 2020 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

## **13. Clerk's Report and Accounts**

The December 2019 statement of accounts for the Financial Year 2019/2020 was noted, and the Members noted the Bank Statements as at 31<sup>st</sup> December 2019.

The clerk confirmed that Councillor J Walker undertook the verification of the bank reconciliations for all accounts as at 31<sup>st</sup> December 2019.

**RESOLVED** that;

Payments were to be made in accordance with the payment schedule for January 2020. The bank reconciliation and bank statements were both signed by the Chairman.

Following an Employment Working Party meeting on Thursday 16<sup>th</sup> January 2020, a training course for all Parish Councillors has been provisionally arranged for Thursday 27<sup>th</sup> February 2020 at 1pm from Cheshire Association of Local Councils. There will be no charge for this training session. Councillor I Axcell said that this action has not been discussed with the Parish Council or put on the agenda for this meeting. The provisional arrangement was noted and it was agreed that a decision would be taken at the February meeting.

Provisionally, appraisals training will be undertaken for clerk, Councillor J Wheeler and Councillor B Axcell from Cheshire Association of Local Councils in order to seek guidance on undertaking appraisals on Thursday 27<sup>th</sup> February 2020, after the training for Parish Councillors.

The clerk and assistant clerk will be attending the next SLCC meeting 25<sup>th</sup> March 2020.

The clerk reported that an electrical socket had been broken at the Parish Hall. An electrician has been called and the cost of the repairs was £78.73 plus VAT.

The clerk received an email dated 20<sup>th</sup> December 2019 from the Treasurer of Appleton Thorn Pre-school thanking the Parish Council for the grant award of £250.00.

The clerk received an email from Lumb Brook Millennium Green thanking the Parish Council for the grant of £2,250.00.

The clerk informed the Parish Council that the annual fee of £35.00 is due in February 2020 for the Data Protection Renewal Fee. This will be paid by direct debit in order to obtain the reduced rate of £35.00.

The clerk has circulated an email dated 24<sup>th</sup> December 2019 regarding the contribution rates for Cheshire Pension Fund the current rate is 21.8% and this will increase to 22.6% from 1<sup>st</sup> April 2020.

The clerk received a reply from the Operations Manager of LiveWire dated 10<sup>th</sup> January 2020 regarding the closure of Broomfields Leisure centre and Stockton Heath Library.

#### **14. Appleton Thorn Trading Estate/ Barleycastle Lane litter**

The Parish Council has received complaints regarding the litter around the Appleton Thorn Trading estate and Barleycastle Lane. Due to the speed of the road it is not possible to litter pick without traffic management and the closure of one side of the road. The clerk was asked to contact Warrington Borough Council and McDonalds regarding the amount of litter and ask both to undertake a litter pick and look at possible solutions to this issue.

#### **15. Library**

The library volunteers wish to purchase some new books for the library at the Parish Hall. There is the amount of £300.00 in the budget for this financial year 2019/2020.

**RESOLVED** that;

The amount of up to £100 was approved for the expenditure of new books at the Parish hall library.

#### **16. Update regarding Events**

- (a) Councillor J Wheeler reported that she wanted an Easter Event for the Parish Council to be undertaken in conjunction with St Mary Magdalene's Church and Lumb Brook Millennium Green. The clerk was asked to contact St Mary Mags regarding an Easter event and then seek permission for the event to be held on Lumb Brook Millennium Green.

**RESOLVED** that;

The amount of up to £100.00 was approved for any expenditure for this Easter event.

- (b) Councillor J Wheeler informed the Parish Council that she would like to organise an event for VE day and a meeting had been arranged at the Parish hall on Thursday 23<sup>rd</sup> January 2020 at 1pm to discuss possible ideas.

**RESOLVED** that;

The amount of up to £300.00 for VE day celebrations.

**17. Letter to new MP**

The clerk was requested to send a letter to the new MP for Warrington South regarding his new position.

**18. Village Life, 'What On' Column sponsorship.**

Councillor G Skentelbery declared a pecuniary interest in relation to agenda item 18 as he was the editor of the Village Life Magazine as such he took no part in the discussion and left the room for this agenda item.

**RESOLVED** that;

To sponsor the 'What's On column at the cost of £180.00 plus VAT.

**19. Parish Council Wall Art**

Councillor J Wheeler reported that she would like the Parish Council to contact Bridgewater High School and Parish hall users to see if they would like to produce some art work for the Parish Hall. The clerk will contact Bridgewater High School and the Parish Hall users regarding this request.

Councillor J Wheeler and Councillor J Walker would also like some framed pictures of Appleton for the Parish hall including copies of old survey maps and pictures of Appleton as part of this display. The clerk will look into costings for this and put this as an agenda item for the next Finance and General Purposes Committee.

**20. Update from Environment Working Party**

Councillor K Arnett reported that he thought that the noticeboard at Bridge Lane was in the wrong place. Councillor J Wheeler confirmed that she oversaw the installation and the current place was the only place where it could have been installed.

**21. Parish and Borough Councillors Reports**

Councillor G Skentelbery reported that a decision regarding the Eddie Stobart application was expected soon regarding their appeal.

Councillor G Skentelbery asked if the clerk could put the pub at Appleton Thorn on the agenda for the next Parish Council meeting.

Councillor K Arnett reported that there were issues with regards to the traffic lights in Stockton Heath.

Councillor K Arnett reported that there was an issue regarding the traffic lights at Lumb Brook Road as the traffic lights did not appear to be in sync. The clerk will report this to the Highways Department of Warrington Borough Council.

Councillor K Arnett reported that there were issues with the road layout in Stockton Heath. Councillor P Walker confirmed that Stockton Heath Parish Council was dealing with this matter.

Councillor R Johnson asked if the Parish Ranger could collect litter in the layby on Arley Road, just over the motorway. The clerk will pass on the request to the Parish Ranger.

Councillor K Arnett reported that the layby on New Lane was full of litter. The clerk will ask the Parish Ranger to collect this.

Councillor J Wheeler reported that Warrington Borough Council had resurfaced Fairways and Beechways and that they had altered the marking on the road which was a big improvement.

## **22. Date and time of next meeting**

Tuesday 18<sup>th</sup> February 2020 at 7.30pm.

**Part Two – This contains confidential information and only Councillors and reporting officers can be present.**

## **23. Extra-Ordinary meetings of the Parish Council on 12<sup>th</sup> September 2019 and 3<sup>rd</sup> October 2019.**

**RESOLVED** that;

The minutes of the Extra-Ordinary meetings of the Parish Council on 12<sup>th</sup> September 2019 and 3<sup>rd</sup> October 2019. (Copies of which has been circulated to each Member) were approved and signed by the Chairman.