



Appleton Parish Council

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

Telephone 01925 268153 Email clerk@appletonpc.org.uk

Minutes of the Annual Parish Council meeting of Appleton Parish Council held on Tuesday 17th April 2018 at 7.15pm at Appleton Parish Hall, Dudlow Green Road Appleton WA4 5EQ

Present: - Councillor S Bengler (Chairman)

Councillor B Axcell, Councillor I Axcell, Councillor J Bilsland, Councillor G Palmer, Councillor G Skentlebery, Councillor T Stansfield, Councillor P Walker, Councillor J Walker and J Wheeler.

Mrs. J Monks (Clerk) and one members of the public.

1. Welcome and apologies for absence

Councillor S Bengler welcomed everyone to the Parish Council meeting.

Councillor S Bengler reminded all the Parish Councillors and members of the public that the use of mobile phones was prohibited during a meeting and all Parish Councillors were asked to use the microphones when speaking

Councillor J Price sent his apology as he was unable to attend as he was on holiday. Councillor K Arnett sent his apology as he was unable to attend as he had just had an eye operation. Councillor S Harris sent her apology as she was away on holiday.

2. Chairman's report on the past year

Councillor S Bengler read the following Chairman's report;

First, I would like to thank the Deputy Chairman of the Parish Council, Sharon Harris and all the other members of the Parish Council for all they have done in the past year. Over the past 12 months they have all done a great deal for the benefit of the residents we represent. I would also like to welcome the new Parish Councillors, Gary Skentelbery and Gerry Palmer.

We have been superbly supported by our paid staff: our Clerk, Mrs Joanne Monks, our Assistant Clerk, Mr Peter Briggs, Mrs. Catrin Middleton, the Caretaker and Bookings Secretary for the Parish Hall and Mr David Pearce, our Parish Ranger. The work load for all our staff has increased significantly in the past year, Parish Hall bookings are at an all-time high, we have been consulted on far more planning applications than in recent years, we have had to do more in the environmental area as the Borough Council has reduced its activities in the Parish. We are very grateful to our staff for the way they have dealt with the extra workload.

The Parish Council would like to thank you to Mr Peter Briggs who is semi-retiring from 20th April 2018. Peter has worked for the Parish Council since 1st April 2002, for the past sixteen years and his wealth of experience will be missed greatly.

Members of the Parish Council attend monthly Parish Council meetings and attend Committee meetings for Planning, Environment and Finance & General Purposes to look in detail at various matters. In addition, many of the Councillors undertake other voluntary duties and the Parish Council also nominates representatives to other outside Bodies.

During the 12 months to March 2018, the Parish Council's Planning Committee has considered over 180 planning applications. Reviewing the plans takes up a considerable amount of time and my thanks go to the members of the Planning Committee for their assistance in this. When an objection is raised to a planning application, a member of the Parish Council attends the Warrington Borough Council Development Management Committee meeting to explain the views made by the Members; this is another commitment.

The Environment Committee meets regularly, and my thanks go to all the members and Councillor J Bilsland, Chair of the Committee, for their additional work. May I also thank 'Team Thorn' – for all their work in keeping the centre of Appleton Thorn clean and tidy.

The Finance & General Purposes Committee has overseen the finances of the Parish Council and the management of the Hall which has had another successful year. I would also like to thank Councillor Peter Walker for chairing the Finance Committee meetings.

The Parish Council have been successful in obtaining a Wren grant and this with additional funds from the Parish Council will see £57,000 improvements to the Parish Hall. The Parish Council have also been successful in obtaining an Awards for All, National Lottery grant of £2,725.00 for the renovation of the two BT adopted phone boxes.

The Appleton Parish Hall Community Library continues to be successful with an increasing number of visitors on a Tuesday morning and I wish to extend huge thanks to all the volunteers and particularly the members of Appleton Independent Methodist Church who run the coffee morning at the same time.

The Parish Council continues to work together with other local Parish Councils on various issues, from April the Parish Council will have a joint PCSO with Stockton Heath Parish Council. The Parish Council are contributing towards the costs of Stockton Heath library and are committed to working together with other Parish Councils regarding the Local Plan.

On a final note, I would like to thank everyone involved with the Parish Council and look forward to another busy year ahead.

3. Open discussion on Parish matters

Councillor J Walker thanked the clerk for all her hard work in obtaining the grants from Wren and National Lottery for the Parish Council.



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Mrs. J Monks (Clerk) and one members of the public.

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

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2. Members Code of Conduct

None declared.

3. PCSO / Police report

The PCSO reported that there had been five reported thefts in the last 28 days which was quite concerning and included the smashing of patio doors in order to gain entry and one incident of anti-social behaviour. The PCSO stated that they were now on social media and had a Facebook account and the clerk was requested to display a notice in the Parish Council noticeboard as they will be trying to promote this.

The clerk raised issues with regards to anti-social behaviour both on the rugby field on Bridge Lane and on The Dell woodland next to Broomfields Leisure Centre.

The clerk was requested to email the details for their attention to request additional patrols in these areas.

Councillor B Axcell asked the PCSO to patrol the area where the anti-social behaviour of smashing fences had been reported particularly around 9.30pm/10pm at night.

4. Public Participation.

No member of the public wished to speak at this point.

5. Planning

The recommendations of the Planning Committee on applications received since the last meeting were accepted and it was

RESOLVED that;

The following recommendations be forwarded to the Development Control Manager, Environment and Regeneration, Warrington Borough Council.

No Objections to the following applications –

2018/32375, 26 Parkland Close, Appleton, WA4 4RH. Householder-Two storey side extension and porch to front elevation. Conversion of garage to garden room.

2018/32099, Dennow Cottage, Firs Lane, Appleton, WA4 5LF. Householder - Proposed brick wall and railings (maximum height of 2m) and relocation of vehicular access.

2018/32446, 15 Birchways, Appleton, WA4 5DQ. Householder - Proposed Single storey extension to front.

2018/32444, Cedarwood, Appleton Hall Gardens, Appleton, WA4 5NE. Householder - Proposed extension to bungalow by adding lower ground floor lounge at rear, ground floor study at front, 2 bedrooms with ensuite at first floor. Demolish single garage and build detached double garage.

2018/32521, Suite 3, Oak Tree Barns, Hatton Lane, Hatton, Warrington, WA4 4BX. Full Planning - Proposed Change of use from B1 to Sui Generis (Beauty Treatment Clinic).

2018/32522, Highland, Windmill Lane, Appleton, Warrington, WA4 5JP. Householder-Rear extension for Swimming Pool.

2018/32549, 1, Saxon Close, Appleton, Warrington, WA4 5SD. Householder - Proposed demolition of existing side projection and replacement with orangery style side and front extension.

The Parish Council raised objections to the following application;

2018/32605, 15, Ashberry Drive, Appleton, Warrington, WA4 4QS. Householder - Proposed two storey entrance hall and landing extension to front elevation (already built from implementation of Planning Approval 2017/29945), part

two storey/part single storey bedrooms and kitchen extension to rear, with loft conversion with rear dormer window. (Resubmission of Planning Approval 2017/31164). The Parish Council objects to the proposed planning application on the grounds of its overbearing nature especially on the neighbouring property. The proposed extensions by its size, scale and massing would appear overly prominent and would result in overdevelopment of the plot. The Parish Council requests for this planning application to be referred to Development Control Committee and that Committee members undertake a site visit prior to any decision on this planning application being made and consider the effect on the properties to the rear.

Due to Councillor J Wheeler and Councillor P Walker being substitute members on the Warrington Borough Council Development Control Committee, they did not participate in the planning discussions or the recommendations agreed.

For information, only –

2018/32413, Coppice End, Cann Lane North, Appleton, WA4 5NF. TPO - Application for tree works to T1 Oak - fell; T2,3 Oak - remove epicormic growth and deadwood; T4 Maple - crown lift 4m and thin by 10%; T5 Oak - remove epicormic growth and deadwood; T6 Oak - remove epicormic growth and deadwood; T7 Beech - crown lift 4m; T8 Oak - remove epicormic growth and deadwood; T9 Sycamore - remove deadwood; T10 Sycamore - remove deadwood; T11 Sycamore - remove deadwood.

2018/32437, 25 Clydesdale Road, Appleton, WA4 3AY. 42 Day Householder Prior Approval - Proposed orangery to the rear of the property to extend beyond the rear wall by 3.5m, maximum height of 3.459m and height of the eaves 2.623m.

2018/32450, 8 Birchways, Appleton, WA4 5DQ. TPO -1x Oak, Proposed crown reduction by approximately 20% to previous reduction point to increase wind and light permeation.

2018/31928, 35, Barshaw Gardens, Appleton, Warrington, WA4 5FA. Lawful Development Certificate - Proposed single storey rear extension.

2018/32562, 35, Warren Road, Appleton, Warrington, WA4 5AG. TPO-Beech(T1) Remove large lower limb growing out towards the property.

2018/32544, 6, Kingsley Drive, Appleton, Warrington, WA4 5AE. Section 192 (Lawful Development Certificate) - Proposed single storey rear extension.

2018/32529, Dane House, Windmill Lane, Appleton, Warrington, WA4 5JP. Discharge of condition - Proposed discharge of conditions 5(Rear Pole), 6 (Field of New Gate-CC TV) on application 2017/30534.

2018/32258, Land owned by Pewterspear Residents Ltd, located between Pewterspear Lane (the road) and Old Pewterspear Lane (the public footpath) TPO (3) - Tree no 308- Proposed Fell, Tree 276 - Proposed removal of Major deadwood where it overhangs public pathway on all identified trees, dead wood not overhanging the path shall be retained.

6. Bloor Homes application for the field at Appleton Thorn

The clerk informed the Parish Council that the planning application was due to be heard by Development Control Committee shortly. As such this would be deferred until a decision had been issued by Warrington Borough Council.

7. Clerk's Report and Accounts

The March 2018 statement of Receipts and Payments for the Financial Year 2018/2019 was noted, and the Members noted the Bank Statement as at 31st March 2018. The revised budget was also noted following payments.

RESOLVED that;

Payments were to be made in accordance with the payment schedule for April 2018 and the updated budget was accepted.

The bank reconciliation and bank statement were both signed by the Chairman.

RESOLVED that;

The chairman of the Parish Council, Councillor S Bengier signed the year end ledger for 2017/2018.

The clerk confirmed that Councillor I Axcell undertook the verification of the bank reconciliations for all accounts as at 31st March 2018.

The clerk had received a letter of thanks from Stockton Heath Festival for the Parish Council's donation.

The clerk had confirmed that she had booked a place on a Data Protection course on 18th April from Cheshire Association of Local Councils and this would be put on the agenda for the next Parish Council meeting in May.

8. Rugby Field at Bridge Lane

Councillor B Axcell had been contacted by residents regarding the condition of the field both the knotweed and the increasing amount of litter. Councillor B Axcell will take the matter up with the relevant person at Warrington Borough Council.

9. Litter Poster

Councillor J Price had raised the idea of doing a litter poster to highlight the issue with local schools, however it has been confirmed that the roads concerned have now been litter picked by Warrington Borough Council. Councillor J Wheeler has asked Warrington Borough Council regarding the possibility of electronic signage. Councillor G Palmer stated that CCTV could deter any future litter issues. Councillor B Axcell agreed to take the matter further with Warrington Borough Council. Councillor G Skentlebery stated that he had contacted a business on the Appleton Thorn Trading Estate and was hoping to arrange a meeting with them regarding solutions to the issue.

10. Purchase of IT equipment

The purchase of IT equipment was discussed, and it was

RESOLVED that;

To purchase one tablet for the use of the Booking Secretary for emails and bookings at the cost not exceeding £200.00 and the cost to be taken from the Office budget.

To purchase a contract to be paid on direct debit for a mobile phone for the Booking Secretary the cost not to exceed £15.00 per month.

To purchase a projector for the Parish Hall at the cost not to exceed £100.00.

11. World War One centenary

Councillor J Wheeler proposed the idea of a beacon to be lit at 7pm on Sunday 11th November 2018 at Fox Covert in Appleton to celebrate the end of World War One. The South Neighbourhood Team were willing to get involved as was the Headteacher of the local High school.

RESOLVED that;

A working party would be set up to organise the event and to come back to the Parish Council with a proposal for the event for approval of any expenditure required.

The clerk informed the Parish Council that they did already own a beacon as such this would be tested to ensure it was still in working order.

12. Christmas

Councillor S Harris has been investigating the possibility of a Christmas event on Saturday 1st December 2018.

RESOLVED that;

A working party would be set up to organise the event and to come back to the Parish Council with a proposal for the event for approval of any expenditure required.

13. Planning Consultant

The clerk has received a letter dated 29th March 2018 from Grappenhall & Thelwall Parish Council regarding the South Warrington Parish Councils Local Plan and PDO Joint Working group. The group has established terms of reference and had recommended the appointment of a Planning Consultant. The fee from the Planning Consultant has been estimated to be a maximum cost of £25,000 excluding any crowdfunding initiative. Each Parish Council has been requested to fund a share of the cost based on precept. As such the share for Appleton Parish Council would be £5,725.

RESOLVED that;

Appleton Parish Council would fund a joint Planning Consultant for the Local Plan up to the maximum cost of £5,725.00 with the funds to be taken from the Community scheme and professional consultant costs budget.

14. Environmental improvements Appleton Thorn

The volunteers at Appleton Thorn, locally known as 'Team Thorn' were thanked for their continued work in the village. It was recognised that they had undertaken a significant amount of work which did include planting and improvements for the village.

RESOLVED that;

The amount of £150.00 was to be allocated for expenditure for village improvements/planting for Appleton Thorn to enable the volunteers to purchase items as and when required. These funds were to be taken from the Environmental Improvement budget for 2018/2019.

15. Social Media and website

Councillor G Skentlebery informed the Parish Council that the Parish Council's website required modernisation and needed putting into a more user-friendly format like WordPress. The clerk will try and obtain three quotes for the next Parish Council meeting in May.

Councillor G Skentlebery also stated that the Parish Council did require a Facebook page and as the new Assistant Clerk was starting in May the clerk was asked to put this on the agenda for the next Parish Council meeting.

16. PCSO SLA and SID locations

There had been a joint meeting with Stockton Heath Parish Council on Monday 9th April to discuss the Service Level Agreement for the PCSOs. The next meeting is on Monday 23rd April at 11am with the Police. The clerk noted that the PCSOs had agreed to move around both speed devices for Appleton Parish Council.

17. Minutes of last Parish Council meeting and matters arising

RESOLVED that;

The Minutes of the Parish Council meeting held on Tuesday 20th March 2018 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

18. Parish and Borough Councillors Reports

Councillor J Wheeler stated she will be meeting with the contractor shortly regarding the BT Phone boxes.

Councillor P Walker informed the Parish Council that the Executive Board on Warrington Borough Council will be meeting shortly to review the situation with Sandy Lane tip.

Councillor J Bilsland had received a complaint regarding car parking on Beverley Avenue, however there was no action that could be taken regarding this matter.

Councillor J Bilsland had contacted Walton Lea regarding undertaking some work for the Parish Council.

Councillor J Wheeler informed the Parish Council that the Housing Association were due to demolish some garages on Dale Lane to make new car parking spaces.

Councillor J Bilsland stated that she had been provided a quote for the seasonal bedding at Bridge Lane shops. The clerk was asked to clarify whether the Parish Ranger would be able to water the bedding plants and put this as an agenda item for the next Parish Council meeting.

19. Date and time of next meeting

Tuesday 15th May 2018, Planning Committee meeting 7pm, Annual meeting at 7.15pm followed by the Monthly Parish Council meeting 7.30pm.

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

20. Appointment of Assistant Clerk

RESOLVED that;

Mrs Irene Derbyshire to be employed as Assistant Clerk to the Parish Council from 2nd May 2018 for 15 hours per week on spinal column 29. The working days to be 5 hours per day on Wednesdays, Thursdays and Fridays. The post is on three-month probation and an appraisal will be undertaken upon the completion of the three month period.

RESOLVED that;

The Parish Council accepts the Mrs Irene Derbyshire will continue in her current role as clerk to Sutton Weaver Parish Council.

21. Time in Lieu

The Assistant Clerk, Mr P Briggs is leaving the Parish Council on 20th April 2018. Mr P Briggs had accrued 47 hours' time in lieu.

RESOLVED that;

Mr P Briggs would be paid 47 hours' time in lieu on the next payment schedule in May 2018.