



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 monthly Parish meeting of Appleton Parish Council held on
Tuesday 18th February 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 R Johnson, Councillor P Walker, Councillor J Walker.

Mrs. I Derbyshire (Assistant Clerk),

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 T Stansfield and Councillor S Benger sent their apologies for the Parish Council meeting which were accepted.

2. Members Code of Conduct

None declared.

3. PCSO / Police report

The PCSO's sent their apologies but they were not on duty this evening. A report had been sent to the Parish Council of recent incidents which had been circulated to all councillors.

Councillor G Skentelbery commented that cold callers seem to be increasing in the area.

4. Public Participation

No members of the public were present.

5. Minutes of last Parish Council meeting and matters arising

RESOLVED that;

The Minutes of the Parish Council's monthly meeting held on Tuesday 21st January 2020 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

Councillor J Wheeler stated that construction has begun at Pewterspear. She will advise the clerk of the total amount of money from S106 which has been allocated for transport and travel. More clarity is needed and to write again to Ben Wakerley from Warrington Own Buses.

Councillor R Johnson advised that there will be a litter pick in Appleton Thorn. Councillor J Wheeler stated that she and Ward Councillor S Harris had a meeting with Ian Bradbury from Warrington Borough Council to look at the litter. He would like it to be a community wide event and is going to look at costs. Barleycastle Lane and Grappenhall Lane would have to be closed. Councillor G Skentelbery stated he would publicise the event.

The assistant clerk confirmed that the following groups would produce wall art for the Parish Hall, Park Appleton WI, Little Stars, Appleton Independent Methodist Church Stretton WI and Appletots. As there had been no response from Bridgewater High School, the clerk was asked to send them a reminder.

The additional savings account for the Parish Council will be opened in April when the precept is received.

6. Minutes of Finance and General Purposes Committee meeting and matters arising.

RESOLVED that;

The Minutes of the Finance and General Purposes committee meeting held on Thursday 6th February 2020 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

7. PCSO funding arrangements for 2020/2021

The Parish Council fund 50% of a PCSO at the cost of £16,640. Cheshire Police have confirmed that there will be no increase in the charge for 2020/2021.

RESOLVED that;

The Parish Council will continue to fund 50% of a PCSO for 2020/2021.

8. Stockton Heath Festival Grant

The clerk has received an application for a grant for £350.00 for Stockton Heath Festival along with free hall hire for both the events on the Thursday afternoon on 2nd July 2020 and Friday evening on 3rd July 2020 at Appleton Parish Hall.

RESOLVED that;

The Parish Council gives a grant of £350.00 towards Stockton Heath Festival and free room hire for the events held at Appleton Parish hall on Thursday 2nd July 2020 and Friday 3rd July 2020.

9. Planning

RESOLVED that;

The Minutes of the Planning Committee meeting held on Monday 27th January 2020 and Monday 10th February 2020 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

10. Clerk's Report and Accounts

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

RESOLVED that;

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

The clerk received an email dated 23rd January 2020 from the new MP for Warrington South and he hoped to come along to a Parish Council meeting in order to introduce himself and meet the Parish Councillors.

The clerk has received an invoice for payment for the Planning Consultant for the Local Plan expenditure. The invoice is for £1,638.37 which is a 28.37% share. The total costs incurred so far for Appleton Parish Council is £9,681.55.

The chairman of the Parish Council, Councillor J Wheeler has received an invite to be part of the parade as a dignitary for Bawming day on 20th June 2020.

The clerk has received an email dated 27th June 2020 from the Managing Director of Warrington's Own Buses regarding the current bus service for Appleton Thorn. The clerk has however noted that an improved bus service and additional bus shelters could be part of the Section 106 agreement for the Bloor Homes site.

11. Banking

RESOLVED that;

Councillor J Wheeler was authorised to sign on behalf of the Parish Council for the Nationwide and Mansfield Building Society accounts.

12. Speed Indicator Device for Appleton Thorn.

In the section 106 agreement for Appleton Cross, it states that £12,257 will be used towards the provision of three permanent vehicle activated signs to reinforce the 30mph limit. Councillor Wheeler had written to Warrington Borough Council to ask if the Parish Council would be able to suggest sites for the signs? The Highways Officer at Warrington Borough Council has confirmed that if the Parish Council would like them in certain areas, to let him know so he can start assessing them. Appleton Thorn and Wrights Green were thought to be suitable places. The trigger for the release of these funds would be on first occupation. As monies have been promised for these purchases it would be unwise to purchase one now and the assistant clerk was asked to defer this item to the next Finance & General Purposes committee meeting.

The assistant clerk was also asked to research criteria for a speed camera.

13. Appleton Thorn Pub and Community Right to Bid for other assets for consideration

The clerk had circulated information regarding Community Right to Bid.

RESOLVED that;

The Parish Council submits a Community Right to Bid application for Appleton Thorn pub, land adjacent to HM Prison Thorn Cross and Millennium Green.

The clerk was asked to contact the owners prior to submitting the application.

14. Terms of reference for Employment Working party

It was;

RESOLVED that;

That the revised terms of reference for the Employment Working party were adopted by the Parish Council at the February 2020 Parish Council meeting.

15. Roles and Responsibilities Training course for Parish Councillors

RESOLVED that;

The assistant clerk was asked to cancel the 'Roles and Responsibilities' Training course which had been provisionally booked for Thursday 27th February 2020 as Councillor Johnson was unable to attend on that date and as there was an election in May 2020 when councillors may change, it was decided that this training be deferred to July 2020. However, Councillors J Wheeler and Councillor B Axcell with the clerk, will still attend the Appraisal Training on the same date.

16. Dignity at Work Policy

It was;

RESOLVED that;

The dignity at work policy was adopted by the Parish Council.

17. Pension Discretionary Policy Statement

The Pension Discretionary Policy Statement for staff was reviewed and it was

RESOLVED that;

The current Pension Discretionary Policy was confirmed on 18 February 2020 by the Parish Council.

18. Grievance and Disciplinary procedures review

It was:

RESOLVED that;

The National Association of Local Council policy and templates relating to grievance and disciplinary matters were adopted for the Parish Council.

19. Proposed extinguishment of Public Footpath No. 20 Appleton

The clerk has received an email dated 27th January 2020 regarding the proposed extinguishment of Public Footpath no 20. The path will be stopped up and will be replaced with an alternative public footpath following the granting of the planning permission for the Appleton Cross housing development.

It was:

RESOLVED that;

Councillor J Wheeler will write to the Public Rights of Way Officer asking about site notices and if the time period needs to be extended.

20. Broomfields Youth Project grant for Football pitches

The clerk had been asked to obtain further information in relation to the Broomfields Youth Project grant for the football pitches.

LiveWire had confirmed that there was no flooding on the football pitches and the request was for £52.75 per week instead of the normal community rate charge of £200.00 per week.

RESOLVED that;

The assistant clerk asks for more clarification.

21. Training

The clerk and assistant clerk would like to attend a three-day IOSH Managing Safety course at the cost of £350.00 plus VAT each.

The assistant clerk left the room upon her suggestion, which was agreed, whilst this item was discussed.

RESOLVED that;

Due to the significant cost of the course, the Parish Council would like to look at all options, including a trainer delivering the course in-house to all four employees and why the training is needed. The clerk to research further.

22. Park WI Plastic Free Campaign

It was:

RESOLVED that;

Appleton Park WI are invited to the next Parish Council meeting to give more information and ways in which the Parish Council can support them.

23. Update on Events

Councillor J Wheeler was keen to hold an Easter Event in conjunction with St Marys Magdalene Church. Unfortunately, one of their supporters had left and although

Councillor J Wheeler had written to the vicar, he had not responded. She will contact him again.

The assistant clerk reported that there had been a meeting on 23rd January 2020 regarding VE day. The next meeting had been arranged for Wednesday 26th February 2020 at 10.30am.

24. Update from Environmental Working Party

Councillor J Walker reported that she had been looking at wildflower planting and having spoken to Warrington Borough Council, the area has to be at least 3 metres wide. Suggested areas were Dipping Brook, Dinglebrook Road and Witherwin Avenue and Council J Walker will investigate and report back.

25. Replacement Trees

Councillor J Wheeler was concerned about the amount of trees which were being cut down in the Appleton and Stockton Heath areas. She was aware that Stockton Heath Parish Council was looking into this also and asked the assistant clerk to find out from them what they were doing. Item to be put on the March agenda.

26. Parish and Borough Councillors Reports

Councillor R Johnson reported that

- he had been the victim of an attempted scam by email and phone for Amazon Prime. This scam is known to be very common.
- The post box at Arley Road/Chapel Lane was still blocked off and the assistant clerk was asked to contact Royal Mail.
- At the west end of Pepper Street, a surface dressing is needed. The potholes have been addressed.
- At the bus stop on Thorn Brow, from Appleton Thorn to Warrington, the hedge is encroaching onto the footpath. Councillor Johnson will visit the owner of the hedge.
- The surface on Arley Road, about 100 yards long, is breaking up. The assistant clerk to contact Antrobus Parish Council.

Councillor B Axcell reported that google have changed their address to the correct postal address.

Councillor G Skentelbery had reported to the clerk about the pathway through the Dingle. It was impassable due to mud and scrambling bikes and needed help with drainage. The assistant clerk will ask the clerk to update Councillor Skentelbery.

Councillor Arnett reported that there was a problem with dog waste on Broomfields Road and Bridge Lane and was being done by one dog. He is going to ask Warrington Borough Council for a temporary camera on the area to catch the culprit.

27. Date and time of next meeting

Tuesday 19th March 2019, Planning Committee meeting 7pm followed by the Monthly Parish Council meeting 7.30pm.

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

28. Job Descriptions for Booking Secretary and Parish Ranger

This item was confidential as such the details have been removed.

The assistant clerk left the meeting for the following items.

29. Pay Review for staff

This item was confidential as such the details have been removed.

30. Outcome of official Grievance

This item was confidential as such the details have been removed.