

# WINWICK

*Best Kept Village  
in Cheshire – 2000*

C/o Winwick Leisure Centre  
Myddleton Lane  
Winwick  
Warrington  
WA2 8LQ



# PARISH COUNCIL

Clerk to the Council:  
Julian Joinson  
Tel: 07818 066549

Email: [jjoinson.winwickclerk@outlook.com](mailto:jjoinson.winwickclerk@outlook.com)  
Web site: [www.winwickparishcouncil.org.uk](http://www.winwickparishcouncil.org.uk)

16 June 2021

**To: All Members of Winwick Parish Council**

Dear Councillor

The next meeting of the Parish Council will be held at the Winwick Leisure Centre on Tuesday, 22 June 2021 at 7.30 pm.

**Note:** COVID Secure control measures are in place at the Leisure Centre, which means that the total seating available for members of the public during the meeting will be limited to 15. Capacity will be kept under review for future meetings and will be amended as and when national restrictions ease in line with the Government's Roadmap to recovery.

Yours sincerely

Julian Joinson  
Clerk to the Parish Council

## AGENDA

- 1. Apologies for Absence**
- 2. Code of Conduct - Declarations of Interest**

Members are reminded of their responsibility to declare any disclosable pecuniary or non pecuniary interest which they have in any item of business on the agenda no later than when the item is reached.

The Clerk is available prior to the meeting to give advice and/or to receive details of the interest and the item to which it relates.

Declarations are a personal matter for each Member to decide. The Clerk can advise on the Code and its interpretation, but the decision to declare, or not, is the responsibility of the individual Member based on the particular circumstances.

- 3. Co-option of a Member – Peel Hall Ward (1 vacancy)**
- 4. Minutes**

To confirm the minutes of the Annual Meeting of the Parish Council held on 18 May 2021.

5. **Appointments to Committees, Sub-Groups and Outside Bodies**
6. **Updates on Issues from Previous Meetings**
7. **Question Time for Electors**
8. **Written Motions Received**
9. **Police / Community Issues**
10. **Winwick Litter Network – Update**
11. **Request for a Litter Bin – Winwick Park Estate**
12. **Correspondence**
13. **Planning Matters**
14. **Finance Officer’s Report** (*circulated under separate cover*)
15. **Final External Auditor Report and Certificate 2019/20 and Publication of Notice of Conclusion of Audit**
16. **The Local Government and Public Involvement in Health Act 2007 - Community Governance Review**
17. **Reports from Parish Council Committees**
  - Management Committee – 8 June 2021 (*to follow*)
18. **Ward Reports / Updates**
  - Houghton Green Ward  
(Councillors D Friend, G Friend, McGinn, Warnock Smith)
  - Peel Hall Ward  
(Councillors Abbey and Pitt and 1 vacancy)
  - Winwick Ward  
(Councillors Herron, Iddon and Mitchell)
19. **Date and Time of Next Meeting**
  - Parish Council Annual Meeting - Tuesday, 27 July 2021 at 7.30pm
20. **Chairman to move to Part 2**

## **Part 2**

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Council may, by resolution, exclude the public (and press) from the following part of the meeting on the basis that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution (including the need to receive or consider recommendations or advice from sources other than members, committees or sub-committees) and arising from the nature of that business or of the proceedings.

21. **Finance Officer’s / Clerk’s Report – Confidential Matters**

**Winwick Parish Council**  
**Minutes of the Annual Meeting held on 18 May 2019**

**Present:** Councillors D Friend (Chair), G Friend, J Herron, A Iddon, F McGinn and A Warnock-Smith.

**WPC.1 Election of Chair**

Nominations were sought for the Chair for 2021/22. The nomination of Councillor Diana Friend was moved and seconded. No alternative nomination was received.

Decision – That Councillor D Friend be appointed Chair of the Parish Council for the Municipal Year 2021/22.

Councillor D Friend thereupon took the Chair.

**WPC.2 Election of Vice-Chair**

The Chair sought nominations for the position of Vice-Chair for 2021/22. The nomination of Councillor Andrew Warnock-Smith was moved and seconded. No alternative nomination was received.

Decision – That Councillor A Warnock-Smith be appointed Vice-Chair of the Parish Council for the Municipal Year 2021/22.

**WPC.3 Apologies for Absence**

Apologies for absence were submitted on behalf of Councillor C Mitchell. The Clerk confirmed that Councillor Mitchell had already signed the Declaration of Acceptance of Office.

**WPC.4 Code of Conduct - Declarations of Interest**

There were no declarations of interest made. The Chair indicated that those councillors who were also Members of Warrington Borough Council were not yet aware of their appointments to committees or outside bodies.

**WPC.5 Result of Elections 2021**

The Chair welcomed members of the public to the meeting and introduced the Council's new membership to them. The following persons had been elected as councillors for the Parish Wards indicated for a three year term:-

| <b>Houghton Green Ward (4)</b> | <b>Peel Hall Ward (3)</b> | <b>Winwick Ward (3)</b>    |
|--------------------------------|---------------------------|----------------------------|
| Diana Friend (Labour)          | (No candidate)            | James Herron (Independent) |
| Graham Friend (Labour)         | (No candidate)            | Ann Iddon (Independent)    |
| Frank McGinn (Labour)          | (No candidate)            | Cathy Mitchell (Labour)    |
| Andrew Warnock-Smith (Labour)  |                           |                            |

The Council would now be able to co-opt three persons to serve in the Peel Hall Ward.

Decision – To note the persons elected to the Council on 6 May 2021.

**WPC.6 Procedure for Co-option of Members - Peel Hall Ward**

Members considered a report on co-option. Members were informed that the Council could co-opt whoever it pleased to fill a casual vacancy. However, that person had to be qualified to serve as a councillor. Details of the qualification requirements were set out in a guidance note on Casual Vacancies provided by the Electoral Services Manager.

There was no formal guidance on how co-option should be carried out. Some councils advertised for expressions of interest in being co-opted. Although there was no legal requirement to do this, it was generally regarded as good practice to make the vacancy as widely known as possible. An advertisement and application form could be placed on the Council's website, with expressions of interest invited before the next Council meeting.

On previous occasions when a vacancy had occurred mid-term a seat had been offered directly to a qualifying candidate from the political party of which the retiring councillor had been a member. On this occasion, the mandate to make such an offer was less clear, since no persons had stood for and had been elected to these seats in May 2021. However, local political parties might have candidates in mind. In the 5 years prior to 2021 all three seats in this Ward had been Labour.

Further guidance on the voting procedure for the appointment of co-optees and a model application form which could be used by prospective co-optees were provided.

Members debated the procedure to be used, with some councillors in favour of an open advertisement. However, a list of suitable candidates was proposed, as follows:-

- Alex Abbey (Labour)
- Jenny Pitt (Labour)
- Jon Parr (Independent – Member of the Peel Hall 'Rule 6' Planning Group)

A member of the public was given permission to speak on this matter and queried whether Mr Abbey, who had been an unsuccessful candidate for the Winwick Ward, should be co-opted. The Chair responded that co-option was reasonable given the existence of a vacancy.

Decision – To approve the co-option of Alex Abbey, Jenny Pitt and Jon Parr to fill the vacancies in the Peel Hall Ward.

**WPC.7 Re-adoption of Winwick Parish Council Code of Conduct**

Members were reminded that the Parish Council had adopted a Code of Conduct on

26 February 2013, which mirrored the Code of Conduct adopted by Warrington Borough Council, following changes to the standards regime implemented under the Localism Act 2011. The Code had been re-adopted by Winick Parish Council in each successive year, thereafter, up to 28 May 2019.

On 28 February 2017, the Parish Council had revised its Code to include information about the handling of Members' Gifts and Hospitality.

At its Annual Meeting in 2017, the Council had been informed that Warrington Borough Council had revised Part B of its Code of Conduct, to simplify the text in relation to registering and declaring disclosable pecuniary interests, also to include a requirement for Members who had a disclosable pecuniary interest to leave the room during the discussion or vote, and additional rules in relation to a number of other types of personal interest. The Parish Council had decided not to adopt those changes.

A revised Model Code of Conduct had published by the Local Government Association in 2020. Warrington Borough Council had recently updated its own Code in the light of these changes. Members were invited to retain Winwick Council's existing Code for the time being and to request that Officers to look into reviewing the Code to consider alignment with the new Model Code.

Decision – That the existing Code of Conduct be re-adopted and that Officers be requested to review the Code to consider whether there was a need to align it with the new Model Code provided by the Local Government Association.

**WPC.8      Re-adoption of Winwick Parish Council Governance and Operational Procedures**

Members were reminded that the Parish Council had previously adopted numerous governance and operational procedures. It remained good practice to review the policies on an annual basis.

Members were informed that the Council currently operated under the National Association of Local Councils (NALC) Standing Orders – 2010 edition – which had been adopted on 24 September 2013 and last re-adopted on 28 May 2019. However, sections of that document in relation to the 'power of wellbeing' and contracts were now out of date.

A revised edition had been published by NALC in 2013, in their booklet 'Local Councils Explained' and had been revised again in April 2018. The Council, at its meeting on 23 April 2019, had recommended that the latest version be purchased and adopted by the Council. The new booklet had now been received.

The Model Standing Orders included a number of sections which were subject to local choice. Work was on-going to populate the new document in line with the terms of the existing Standing Orders, in so far as is possible. Where there was ambiguity, authority had previously been delegated to the Clerk to complete the document, in consultation with the Chair, and to report back on the final draft at a future meeting of the Council.

Members were reminded that a Scheme of Delegation to Officers had been approved by the Council at its meeting on 26 May 2020, details of which were provided.

Work was on-going to develop a Data Protection Policy and to include any matters required in line with the General Data Protection Regulation.

The Council was invited to adopt or re-adopt the documents described in the report.

Decision -

- (1) To reaffirm that the Clerk, in consultation with the Chair, be authorised to continue to work on the 2018 Edition of the NALC Model Standing Orders and to complete those sections where local choice was required, so as to make available revised Standing Orders for consideration by the Council as soon as possible.
- (2) To note and re-adopt the following policy documents:-
  - National Association Local Councils Standing Orders: 2010 Edition – as adopted on 24 September 2013 and last re-adopted on 28 May 2019, until the implementation of the 2018 Edition at (1) above.
  - Scheme of Delegation to Officers, as approved on 26 May 2020.
  - Complaints Procedure – as re-adopted 28 May 2019.
  - CCTV Policy – as re-adopted on 28 May 2019.
  - Leisure Centre Operational CCTV Policy – Implemented by Leisure Centre Manager on 4 April 2015, endorsed by the Council on 17 May 2016 and re-adopted on 28 May 2019.
  - National Association of Local Councils 'Being a Good Employer Guide' – as re-adopted on 28 May 2019.
  - ACAS Procedures for dealing with employee grievance matters – as re-adopted on 28 May 2019.
- (3) To note the on-going work to develop a Data Protection Policy.

#### **WPC.9 Appointments to Committees and Sub-Groups**

Members were asked to consider re-establishing a number of Committees and Sub-Groups and also to consider the appointments to those bodies.

There was a presumption that, where possible, Committees would include the Chair and / or Vice-Chair, as appropriate. The frequency of meetings and terms of reference for each Committee would normally be agreed at the first meeting of each Committee.

The Chair indicated that the current schedule of meetings for the Management Committee, arranged for the second Tuesday of the month, clashed with other commitments of key Member. It was suggested that the monthly meeting cycle or day of the week should be amended.

A Member of the public was given permission to speak on this item and he queried the need for an Environment and Highways Committee. The emergence of the Winwick Litter Network had raised the profile of environmental issues and the need for a coordinated Council and voluntary sector response. However, the terms of reference of the Committee related to decisions about planning matters and traffic management. The Committee had not met in recent years as, in practice, decisions about such matters had been taken directly by the Council as a whole. Consideration had previously been given to disestablishing the Committee, but this had not been agreed because of the on-going development of local traffic management schemes. Furthermore, in 2019 a role for the Committee around development of the Council's response to the draft Local Plan had also been approved. It was suggested that the name and/or remit of the Committee needed to be amended, or that the Committee should be disestablished.

Decision –

- (1) To re-establish the following Committees/Sub-Groups for 2021/22 with the Terms of Reference as set out in the detailed report:-
  - Management Committee;
  - Grievance Committee;
  - Staffing Appeals Committee;
  - Management Oversight Group;
  - Leisure Centre Options Project Group.
- (2) To request the Officers, in consultation with the Chair, to give further consideration to the need for the Environment and Highways Committee and, if retained, to review its Name and Terms of Reference.
- (3) To appoint the following persons to the Management Committee - Councillors D Friend, G Friend, Herron and Iddon (with one vacancy) and to request Officers to consult with the Chair of the Council about the timetable of meetings for this Committee to identify suitable dates to be submitted to the next Council meeting for approval.
- (4) To defer consideration of appointments to all other Committees/Sub-Groups until the next meeting of the Council.

**WPC.10      Appointments to Outside Bodies and Other Positions of Responsibility**

Members were asked to consider the appointment of persons to serve on behalf of the Parish Council on a number of outside bodies or in other positions of responsibility.

Rights of Way Forum

Councillor G Friend had served on this body in 2020/21.

### Millennium Fund Trustees

In respect of the Millennium Fund, four Trustees were appointed to manage the Fund, of which three had to be councillors and one had to be somebody ordinarily resident in the Parish of Winwick. The Trustees of the Fund served for a period of four years and were eligible for reappointment at the end of that period. It was unclear from the Council's records when the appointments were last reviewed, but in order to regularise the position it was proposed to synchronise the appointments with the timetable for Parish Elections. Accordingly, Members were invited to appoint Trustees for the period up to May 2024 (a period of three years), following which the appointments would revert to a four year term in step with the Elections.

Current Trustees were Councillor A Iddon and Mr J Worthington. (Councillors Matthews and Purnell previously appointed were no longer elected Members). Contact would be made with Mr Worthington to see if he wished to continue in this role. Councillor Herron and Iddon expressed a wish to be appointed to this body.

### Winwick Educational Foundation

In connection with the Winwick Educational Foundation, this body was known to be operational again after a period of intermittent activity. The Foundation had investments and owned some land which generated a modest income to enable the foundation to meet its charitable objectives.

### Signatories for Electronic Banking

Three signatories were required to enable the Council to operate its electronic banking arrangements via Unity Trust Bank. Members were invited to register for on-line banking to maintain a pool of persons who were eligible to sign for transactions, so as to minimise the possibility of delays to payments. Current signatories included Councillors Mithcell and Iddon and Officers from the Management Team.

Councillor Warnock-Smith enquired if banking charges applied. Ms Jones confirmed that there was a charge. She intended to explore moving the account to a different provider.

Decision –

- (1) To appoint the following persons to the outside bodies indicated:-
  - Rights of Way Forum (Councillor G Friend)
- (2) To request the Officers to consult further on nominations for the following bodies or positions of responsibility outside of the meeting and to report back at the next meeting:-
  - Millennium Fund Trustees

- Winwick Educational Foundation
- Signatories for electronic banking (Unity Trust Bank)

**WPC.11      Minutes**

Councillor Iddon raised the matter of what was recorded at Minute WPC.185, under the heading of 'Winwick Ward', which she felt did not accurately reflect what had been said. She had not expressed disagreement with the actions undertaken around signage and seed cameras, but was concerned about any new liabilities which might fall upon the Council. A revised form of wording was proposed.

Decision – That, subject to the following amendments at Minute WPC.185, under the heading of 'Winwick Ward':

- Sentence 1 – deletion of the words 'expressed concern' and insertion of the word 'noted'.
- Sentence 4 – deletion of the words 'cameras were effective' and insertion of the words 'there were no adverse implications for the Parish Council as a result of these installations',

the Minutes of the meeting held on 27 April 2021 be agreed and be signed by the Chair as a correct record.

**WPC.12      Updates on Issues from Previous Meetings**

Members considered a schedule which outlined actions and referrals from previous meetings of the Council. Most actions had been completed or were progressing, although a small number of outstanding matters still remained.

Decision – To note the position regarding updates from previous meetings.

**WPC.13      Question Time for Electors**

There were three members of the public present at the meeting.

*Litter*

A member of the public highlighted the questions submitted in the report under Agenda Item 15 – Winwick Litter Network – Update. Since that report had been submitted witnesses had observed the dumping of a sofa in Highfield Lane. The vehicle had driven off, but had been videoed by a witness as it was driven into Warrington, ignoring red traffic signals. The vehicle had then been seen on Hermitage Green Lane dumping other matching furniture. The logo of the vehicle's previous owner was still visible, which might be of assistance in identifying the perpetrator. All information had been reported to Mark Wheeler, Enforcement Officer, Warrington Borough Council, who was following up the incident. The evidence available might enable the perpetrator to be prosecuted for 2 separate offences.

This incident was on top of 4 fly tipping incidents in the space of 5, or so, weeks.

*Response:* The update and questions submitted were noted.

*Winwick CE School – School and Community Improvement Plan*

Councillor Iddon declared a personal interest in this matter in view of her connection with the pre-school based at the Leisure Centre.

A Member of the public raised the matter of Winwick CE School's Improvement Plan. He indicated that the majority of the feedback related to Phase 2 and 3 of the proposals. Only around 100 responses had been received. The consultation outcome report published on the School's website dealt mainly with the Phase 1 proposals. The proposals under Phase 2 to build a new car park was not popular. Phase 1, which dealt with the School's own land, was generally supported. A story had appeared in the Warrington Guardian about the Plan. Concern was expressed that the use of the Village Facebook page and publication of some posters was insufficient consultation on Phases 2 and 3.

The resident suggested that the playing field had been gifted to the village and that any decision about its future should be taken after asking parishioners. The resident understood that there was a covenant on the use of the land. Any decision on use of the playing field as a car park should involve full consultation by the Parish Council. If the land was to be gifted to the School, the Council should decide what it could be used for. The village already had one pre-school in the Leisure Centre. There was an opportunity to have a better partnership with the School which could benefit the Leisure Centre.

The original proposals had been published in August but had been withdrawn due to objections. The resident acknowledged that if a more robust consultation process was followed, he would be prepared to accept the outcome of the democratic process.

The resident queried why so many (around 100) parking spaces were necessary in the village. He also enquired about the proximity of the proposed car park to the football pitches.

He added that whatever decision was reached in respect of the car park the Council should ensure that the remainder of the playing fields were protected from future development. Green space had already been lost when the Leisure Centre car park had been built. The new car park proposed would be mainly for use by the school from Monday to Friday. The proposals would also result in the felling of a 100 year old willow tree on the site.

*Response:* The Chair considered that this might be the right time to go back to the drawing board around the proposals. Some Members of the Council had not been in favour of the proposals in the first instance and would welcome an opportunity to consider the matter afresh.

Councillor Herron supported the principle of a fundamental review of the proposals and additional consultation. He commented that the space proposed for

development was not currently unused. He also expressed a view that the business interests of the Leisure Centre and its clients needed to be protected.

Councillor Iddon reminded Members that when the Centre's own car park had been constructed it had been located in the best place possible, away from the children and the School's car park.

#### *HGVs Weight Restrictions*

A member of the public enquired about progress on rolling out weight restrictions on vehicles in the village of Winwick and about progress on the Myddleton Lane traffic management proposals.

*Response:* The Chair suggested that the resident liaise directly with Councillor Mitchell who had been leading on these issues. The Clerk added that highways restrictions and signage was a Borough Council responsibility, although the Parish Council could lobby on these matters. Traffic management was on the Agenda at Item 16.

Decision – To note the questions raised by residents and responses provided.

#### **WPC.14      Police / Community Issues**

Written reports were provided by PCSO Neil Brown (Winwick Ward) for April/May 2021 and PCSO Anna-Maria McGrail (Peel Hall/Houghton Green Wards) for April 2021.

#### *Winwick Ward*

- PCSO Brown had undertaken patrols around the Community Centre, due to recent damage done to the garden furniture.
- He had spoken to residents on the Winwick Park Estate, due to recent suspicious activity with people trying car door handles.
- Speed enforcement had taken place on Hollins Lane.
- PCSO Brown had spoken to a few parents and children, now that the football season was up and running again, providing reassurance.
- Drug collection at Winwick Hospital.

On the 10 May 2021 an operation had taken place to try to catch off-road bikes, which had been a significant nuisance across Warrington. Officers had worked with a drone unit and the off-road bike team to stop them. Unfortunately, no perpetrators had been caught at the time, but Police would be trying again in the near future to make the area safe.

PCSO Brown had also used a week of annual leave during this period.

The report also contained information specific to Burtonwood and Westbrook Parish Council, which is not recorded in these minutes.

*Peel Hall/Houghton Green Wards*

In total, there had been 297 incidents recorded across the Borough Council's Poplars and Hulme Ward, which included the Parish's Peel Hall Ward. The incidents at repeat locations within the parish perimeter and other activities reported were as follows:

Crime

- Neighbour Disputes;
- Criminal Damage ;
- Burglary; and
- Missing Person.

Anti-Social Behaviour(ASB)/Incidents of Note

- Youths smoking/setting fires on Radley Common; and
- Youths jumping into gardens on Radley Lane.

Other Matters

- TruCAM speed enforcement had been done on both Poplars Avenue and Blackbrook Avenue;
- Advisory notices had been given out on Statham Avenue, Cleveland Road and Derek Avenue;
- A stolen vehicle had been seized on Grasmere Avenue;
- Knife amnesty had been undertaken outside the Co-Op on Cotswold Road;
- A knife sweep done around the area of Radley Lane/Peel Hall Park;
- PCSOs had attended the children's home this month to visit with children and staff; and
- PCSO McGreal and PC Berry had attended addresses around the area along with Colin Goldthrope from TORUS Housing.

A pie-chart was included in the report, which showed the percentages of each type of crime recorded. The report also contained some information specific to areas of Poplars and Hulme outside of Winwick Parish, which is not recorded in these minutes.

Decision – To note the reports on Police and community issues submitted.

**WPC.15 Winwick Litter Network - Update**

The Clerk clarified that this item was intend to deal with the report submitted to the Council by the Winwick Litter Network, not the reorganisation of the Council's Litter Picker Service. The latter subject was being progressed by the Operations and Finance Officer and was the subject of periodic updates in Part 2 of the Agenda. The Chair confirmed that the Litter Picker Service could be discussed at a future meeting, if necessary.

Members considered an update report of joint coordinators George Melvin and Bob Towers for May 2021 from the Winwick Litter Network and a spotlight report on Fly-Tipping for early May 2021.

The Update report included information on the following:-

- Coordinated litter picking activity undertaken;
- Litter bin provision;
- Litter from fast food outlets;
- Rethinking of the need for a litter drop container at the Leisure Centre;
- Causey Bridge fly-tipping hotspot;
- Education and enforcement strategy; and
- Litter Network Summer Celebration – 24 June 2021.

The main report posed a number of questions for the Council to answer, as follows:-

- 1) Could the Parish Council attempt to secure occasional Police support with traffic calming on lanes such as Delph Lane and Mill Lane?
- 2) Could the Parish Council fund 2 or 3 litter bins for the Sankey Valley Trail (that if necessary Winwick Litter Network could then empty and “manage”)?
- 3) Could the Parish Council lobby fast-food operators locally to educate the approach taken by their customers on litter?
- 4) Could the Parish Councillors consider how they can lobby for more prevention, education, engagement, communication and enforcement on fly-tipping?
- 5) Could the Parish Council challenge the decision not to install a PTAC camera on a short-term basis on the junction of Hermitage Green Lane and the A49?
- 6) Could the Parish Council consider setting up a project to investigate how the Civil War Battlefield could be suitably recognised and commemorated?
- 7) Could the Parish Council formally approach Cheshire Police to discuss Rural Watch type initiatives in Winwick?
- 8) Were councillors free to attend the Network’s Celebration Event on 24 June 2021?

The Clerk suggested that a written response should be provided to the questions after careful consideration of any implications.

The spotlight report on Fly-Tipping included information on hotspots including:-

- Highfield Lane and Waterworks Lane;
- Causey Bridge, Old Alder Lane;
- Hermitage Green Lane;
- Sankey Valley Trail (near M62 flyover);
- Delph Lane (below B&Q);
- Mill Lane; and
- Newton Road (near Newton-le-Willows bound bus stop at the top of Hollins Lane).

The report concluded that:-

- In most areas of Winwick the Network felt it was now reasonably "on top of" litter in itself. Fly-tipping was now the major concern.
- The Network had established a good working relationship with two of the Officers at Warrington Borough Council (WBC) who were most involved in issues of this nature as they effected Winwick.
- Network representatives had met officers at Causey Bridge on 6 May 2021. This was a major hot-spot for which a solution would not be easy. The Network had suggested a multi-faceted solution with a range of stakeholders.
- Hermitage Green Lane was the Network's other principal concern given the historic significance of the site.
- Preventative strategies were being trialed across the Parish area by volunteers, with more initiatives planned.
- Council support for cameras was being sought. The Network understood that a funding submission was being looked at. Other preventative and communications initiatives were recommended.
- Parish Council endorsement was also sought in making fly-tipping a major issue that required ongoing focus and engagement.

Coordinators highlighted a number of issues including the following:-

- It was acknowledged that the Council's litter picker was constrained by where he could pick safely.
- A Zoom meeting had been arranged with Ian Brackenbury, Warrington Borough Council, to discuss making WBC vehicles available to the Network and a possible relocating of existing litter bins.
- Some 300-400 volunteers were available.
- It was suggested that the Parish Council's litter vehicle was currently underused and could be made available to the Network.
- The intensive work on Hermitage Green Lane had been very successful.
- The need for bins on the Sankey Valley Trail (a 1.9 mile pathway) was emphasised.

In respect of the request for new litter bins the Chair reminded all that the cost of providing the bins was often the easiest part, but the cost and time taken to empty bins was a critical factor. The member of the public responded that the Network's volunteers were already emptying blue bags tied to trees. Councillors were in favour of looking into the funding issue.

In respect of question number 6) above, Councillor Iddon suggested that the Network contact local historian, Richard Ward, who had extensively researched the Battle of Winwick Pass and had proposed a monument on Hermitage Green. A Member of the public responded that the proposals appeared to have lost momentum. However, this was the site of the last battle of the second civil war. The site had been formally recognised as a historic battlefield.

The Clerk reported that Mr Ward had already developed proposals for a monument,

but as Hermitage Green was a registered Village Green any structure there need to be functional rather than decorative. The latest iteration of the proposal had included a monument in the shape of a stone bench seat. Swan Green was suggested as an alternative site, but the same Village Green restrictions would also apply at that location.

The Chair commented that the Council had supported the monument proposals from the outset.

Decision –

- (1) To note the update report for May 2021 from the Winwick Litter Network and the spotlight report on Fly-Tipping for early May 2021.
- (2) To request Officers provide a written response to the questions submitted on behalf of the Winwick Litter Network.

### **WPC.16 Traffic Management**

The Clerk reported that Councillor Mitchell had asked for this item to be included on the Agenda following correspondence with a resident. The responsibility for traffic management lay with Warrington Borough Council. However, the Parish had helped to pump-prime earlier schemes by supporting the cost of the traffic management survey and design and by paying a proportion of the cost of the final construction.

Work on the design of the Myddleton Lane scheme had already taken place, but the consultation phase had been delayed due to the pandemic. The Parish Council had also been concerned about funding that might be available at the end of the previous financial year. Ms Jones reported that there was no allocation within this year's budget for traffic management. However, the provision of some grants to the Council had eased some of the financial pressures and funding might become available after careful management of existing funds.

A member of the public suggested that a small increase in precept could pay for this scheme. The Chair acknowledged the point, but indicated that this would be difficult to justify to those who lived in the southern wards of the Parish and particularly so in areas of deprivation.

Councillor Heron commented that traffic often overtook those abiding by the 20mph speed limit in the village. The Chair suggested that this matter be brought to the attention of the Police. The member of the public reported that the PCSO had indicated that there was no location code in the police system for Myddleton Lane, which made it difficult to enforce traffic regulations. He requested that the Council write to the Police to lobby for a site code to be allocated. He read an extract from an e-mail about the process to be followed to request a code.

Decision –

- (1) To note the position regarding the development of the Myddleton Lane traffic management scheme.

- (2) To request the Clerk to write to the local PCSO to report the overtaking issue on Myddleton Lane and to request the allocation of a site code for Myddleton Lane to support traffic regulations enforcement.

**WPC.17      Correspondence**

The following items were reported:-

1. E-mails from Warrington Voluntary Action (WVA) about the availability of grants to community groups and other news, training and local events – 04/05/21 (x2), 05/05/21, 10/05/21 (x2), 11/05/21 and 12/05/21 17/05/21
2. E-mails and reminders from Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), about various training events; and enclosing bulletins highlighting relevant parish news for the weeks ending 30 April and 7 and 14 May 2021 – 29/04/21 (x3), 30/04/21 (x2), 07/05/21 and 14/05/21
3. E-mail from Amanda Jones, Network Plus, about getting involved or running projects that are beneficial to the local community to as a result of replacing the gas mains in the Winwick area – 20/04/21
4. Email from resident, MA, about litter discarded on the playing fields following football activity on Myddleton Lane Playing Fields – 25/05/21
5. E-mail from resident, RC, seeking assistance with identifying a cleaner to clean every 2 weeks for an elderly relative living in Falcondale Road – 04/05/21
6. E-mail from Adam Kellock, Senior Democratic Services Officer, Warrington Borough, about the revised Warrington Borough Council Code of Conduct for Elected Members – 10/05/21
7. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
  - HAGS – outdoor playground and fitness equipment
  - Kompan – outdoor play and fitness equipment and inspection and repairs.
8. Website contact form from resident, SB, about a possible ruptured sewage pipe on Winwick Park and the spread of foul waste at that location – 16/05/21.

Decision –

- (1) To note the correspondence submitted to the Parish Council.
- (2) In respect of Document 3, to request the Clerk to explore with Network Plus what types of projects might attract funding.

**WPC.18      Planning Matters**

*General Correspondence*

Nil

*Domestic Planning Applications*

1. Application reference: 2021/39194  
Location: 3 and 5, Austen Drive, Winwick, Warrington, WA2 8XE  
Description of development: Householder - Proposed First floor extension to both properties over existing adjoining garages with dormer windows to front and rear of both premises.
2. Application reference: 2021/39136  
Location: 8, Dundee Close, Winwick, Warrington, WA2 0UL  
Description of development: Householder - Proposed rear second storey and single storey side extensions
3. Application reference: 2021/39321  
Location: 20, Linkside Avenue, Winwick, Warrington, WA2 8NF  
Description of development: Section 192 Lawful Development Certificate - Proposed Single storey flat roofed rear extension

*Non-Domestic Planning Applications*

4. Application reference: 2021/39232  
Location: Land North Of Cromwell Avenue, East Of Sankey Brook, Sankey Valley Park, Winwick Quay Area, Warrington, WA5 5TN  
Description of development: Full Planning (Major) - Engineering works to extend existing fishing pool (Stanners Pool) with fishing pegs and paths with associated earth mounding /landscaping
5. Application reference: 2021/39401  
Location: Alder Root Farm, Alder Root Lane, Winwick, Warrington, WA2 8RZ  
Description of development: Agricultural Prior Approval - Proposed Barn

Decision – To note the planning matters submitted to the Parish Council.

**WPC.19      Finance Officer's Report**

Members considered a report of Clare Jones, Operations and Finance Officer, on a number of financial issues, which are set out below. Ms Jones was in attendance at the meeting to speak to the report.

Budget Review 2021/22

Members considered a detailed breakdown of profit and loss against the Council's Budget for the year to date for both the Leisure Centre and Parish Council as at 30 April 2021

In April the Leisure Centre had generated £3.8k of income, including £2.3k of furlough monies. This put the Centre at a loss of £2.9k for April. There had been no bar sales during this period because of the Coronavirus restrictions. However the April room hires had been close to target. Evening bookings were lo starting to return. The figures for May, so far, showed only an £800 loss, but this was before yesterday's income had been factored in and the new weekend bar openings had taken affect. The Centre was likely to break even in May.

Further furlough claims were being processed weekly.

The Council had received precept income at the beginning of the year of £124.2k. As at 30 April 2021, £6.3k of precept income had been spent.

Work was ongoing to bring in outstanding credit accounts for room hire and to clear outstanding suppliers. Further details were available in Part 2 of the meeting, due to data protection. A summary of suppliers due was also provided in Part 2.

#### End of Year Accounts 2020/21

A draft statement of the end of year accounts for 2020/21 was provided, which showed a balance of £9,172.96 remaining after all income and expenditure had been taken into account.

A draft Annual Governance and Accountability Return (AGAR) for 2020/21 to the external auditors was provided, which would be discussed at Agenda Items 20 and 21.

Decision – To note the Finance Officer's update report, including the Budget Review 2021/22 and end of Year Accounts 2020/21.

#### **WPC.20      Annual Governance Statement**

A draft of the AGAR Section 1 – Annual Governance Statement 2020/21 was considered. This statement needed to be approved before the Accounting Statements 2020/21 could be signed off.

Decision – To approve the draft of the AGAR Section 1 – Annual Governance Statement 2020/21 and to authorise its signature by the Chair and Clerk and its submission to the external auditors.

#### **WPC.21      Accounting Statements 2020/21**

A draft of the AGAR Section 2 – Accounting Statements 2020/21 was considered.

The AGAR would need to be submitted to the external auditors by 2 July 2021.

Ms Jones reported that her last day before maternity leave would be 4 June 2021, Prudencia David would provide maternity cover with effect from 7 June 2021 and would be contactable via the existing 'finance.winwickparish' email address. Ms Jones would remain contactable by the Acting Finance Officer by telephone, in case

of emergency, and was due to return on 1 October 2021.

Decision – To approve the AGAR Section 2 – Accounting Statements 2020/21 for signature by the Chair and Responsible Finance Officer and its submission to the external auditors.

**WPC.22      Ward Reports / Updates**

Houghton Green Ward

There were no significant matters to report on this occasion.

Peel Hall Ward

Councillor McGinn reported that two concrete blocks had been discarded on the pitch behind the Mill House Pub. The Chair commented that this land was owned by Homes England. She agreed to report the matter to Warrington Borough Council.

Winwick Ward

There were no significant matters to report on this occasion.

Decision – To note the reports and updates by ward councillors.

**WPC.23      Schedule of Meetings 2021/22 and Date and Time of Next Meeting**

A schedule of meetings for 2021/22 was considered.

The dates for the Management Committee were provisional only due to diary clashes with Members' other commitments.

Decision – To approve the formal schedule of Council meetings for 2021/22, subject to further consideration of the proposed Management Committee dates and to note that the next meeting of the Council will take place on Tuesday 22 June 2021 at 7.30pm.

**WPC.24      Exclusion of the Public (including the Press)**

Decision – That members of the public (including the press) be excluded from the meeting by reasons of the confidential nature of the business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the public interest in disclosing the information is outweighed by the need to keep the information confidential.

**WPC.25      Finance Officer's Report - Confidential Matters**

Members considered a report of Clare Jones, Operations and Finance Officer, on a number of financial issues as at May 2021. The report included information on debtors, creditors and a detailed breakdown of the ages of any outstanding transactions.

*Debtors*

Ms Jones reported that she continued to work with public sector debtors to refine the system to enable them to process payments more swiftly. Some new debtors had been added to the list, as these were recent transactions. The majority of smaller debtors had started to clear down their debts, although some had now been written off. A small number of debtors had started to receive the letters applying interest charges to their debts and/or would be contacted in person. Some element of leniency had been applied during the height of the pandemic, but the approach was now being tightened up. The Acting Finance Officer would keep a close eye on the position during Ms Jones' maternity leave.

*Creditors*

The Council's credit with an employment agency, which had been higher than normal towards the end of the financial year, had now been cleared down. Payment for some bar stock was still required.

*Business Recovery*

Overall, the room hire was covering the costs of staffing levels and other overheads. The bar was open at the weekends, but was closing earlier than usual on Sunday. If this approach did not cover costs the opening hours would be adjusted accordingly. The bar-take only needed to cover its stock cost in order for the Centre to make a profit.

*Induction Pack*

A summary was also provided for new councilors on the Leisure Centre's and Parish Council's achievements and priorities. Councillor Iddon challenged some elements of the report.

*Pessimistic Forecasts*

Additional information was provided on an adjusted profit and loss model, in the event of further lockdown measures being applied in July to September and/or in October to December 2021.

Members thanked Ms Jones for her work and committed to not overburdening her with additional reporting requirements.

Decision – To note the Finance Officer's Confidential Report.

**WPC.26     Winwick CE Primary School – School and Community Improvement Plan**

Members considered an e-mail dated 26 April 2021 from the Chair of the Governing Body of Winwick CE Primary School, enclosing a copy of the Governors confidential Response Summary to their consultation on the School and Community

Improvement Plan.

The consultation had sought comments on Phases 1 and 2 of the Governors' three-phase proposals. The School Governors were now awaiting the Council's views on their proposals around Phase 2 – development of a car park on the playing fields.

A lengthy debate took place. However, it was suggested that the Council was not yet in a position to provide a comprehensive response. Members discussed the following:-

- The extent of the consultation;
- The reasons for changes made to the original planning application around 12 months ago;
- The restrictions alleged to be contained within deeds for the land;
- The continuing use of a barrier at school opening and closing times and implications for access by emergency services. Members commented that use of a barrier across the access road had been agreed to only as a temporary measure during the pandemic;
- The Council's rights of access and terms of the existing licence agreement;
- The ownership of the land currently used by the school;
- Assumptions around the School's longer term plans and its need to provide facilities similar to its competitors to remain viable, such as a pre-school; and
- The School's free use of the playing fields for events such as their sports day;

Councillor Herron expressed the view that the development would not enhance the area and that the Governors should start the consultation again from first principles. Members felt that the current proposals were unacceptable, but might be prepared to discuss counter-proposals.

The Clerk reported that advice was awaited from the Council's solicitors regarding use of the access road.

Decision –

- (1) To note the email and Response Summary to the consultation on the School and Community Improvement Plan, as submitted by the Chair of the Governing Body of Winwick CE Primary School.
- (2) To request the Clerk to write to the Chair of the Governing Body to indicate that the school's proposals, in their current form, are unacceptable, but that the Council would be willing to discuss alternative proposals with the school's representatives.
- (3) To request the Clerk to write to the Chair of the Governing Body to indicate that the Council has on-going concerns about the use of a temporary barrier across the access road, due to its impact on the Leisure Centre's business activities and lack of clarity about access by emergency service vehicles.

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## WINWICK PARISH COUNCIL – ACTION LIST / REFERRAL LOG 2020/21

| No. | Issue   | Minute No. | Date of Raising | Referred To               | Referral Date | Response Date | Comments   | Progress  |
|-----|---|------------|-----------------|---------------------------|---------------|---------------|--|---|
| 1   | To note the development of a draft Data Protection Policy.  | WPC.20(3)  | 22/05/18        | Clerk                     | 22/05/18      | -             | Commenced  |    |
| 2   | To note the work to be undertaken on the Definitive Map and to request the Clerk to produce and circulate widely an advert for Footpath Wardens for the Winwick area.   | WPC.179    | 23/04/19        | Clerk                     | -             | -             | Work is on-going to develop a suitable job description for advertisement   |    |
| 3   | To request the Operations and Finance Officer to look into the cleaning of the gates and railings around the playing field entrance on Myddleton Lane and to obtain quotes for repainting in the spring 2021.                   | WPC.63(2)  | 22/09/20        | Finance Officer           | -             | -             | Progress subject to current budgetary constraints  |    |
| 4   | To request the officers to continue to explore the options for providing some flowers on Hermitage Green.   | WPC.63(3)  | 22/09/20        | Clerk/<br>Finance Officer | -             | -             | Progress subject to current budgetary constraints and consideration of grass cutting arrangements with the Borough Council |    |
| 5   | To note the update on the draft Local Plan and to approve the establishment of a Working Group comprising Councillors Matthews (to lead), G Friend, Iddon and Vobe, to develop the Council's formal position on the Local Plan. | WPC.85     | 27/10/20        | Clerk                     | 27/10/20      | -             | Working Group composition to be reviewed following the Elections in May 2021. An item appears elsewhere on this Agenda     |   |
| 6   | To request the Clerk to write to Warrington Borough Council to seek advice upon the status of the earthwork and oil-drum barrier on Birch Avenue and to ascertain the planning implications of the                              | WPC.151(2) | 23/02/21        | Clerk                     | -             | -             | Not yet commenced  |  |

## Agenda Item 6

|    |   |            |          |                           |   |   |  |   |
|----|---|------------|----------|---------------------------|---|---|--|---|
|    | development.  |            |          |                           |   |   |  |   |
| 7  | To request the Operations and Finance Office to speak to representatives of Winwick CE Primary School about the notices posted around the access road to the Centre to see if a compromise could be quickly reached and, if not, to remove the notice on the Council's property.                                | WPC.181(2) | 27/04/21 | Finance Officer           | - | - | To be included in on-going discussions with the school about their development proposals.  |    |
| 8  | To request the Clerk to investigate the matter, to seek a legal opinion about rights of access from the Council's solicitors and to bring a report back to the Council.   | WPC.181(3) | 27/04/21 | Clerk                     | - | - | The Clerk met with the Council's solicitors on 13/05/21 to discuss a number of matters. The solicitors are currently looking into the issues raised. |    |
| 9  | To request Officers to contact representatives of the above organisation [ <i>the Person Centre</i> ] to ask for further information in support of their application.   | WPC.183(2) | 27/04/21 | Finance Officer/<br>Clerk | - | - | Not yet commenced  |    |
| 10 | That the existing Code of Conduct be re-adopted and that Officers be requested to review the Code to consider whether there was a need to align it with the new Model Code provided by the Local Government Association.  | WPC.7      | 18/05/21 | Clerk/<br>Finance Officer | - | - | In progress  |    |
| 11 | To reaffirm that the Clerk, in consultation with the Chair, be authorised to continue to work on the 2018 Edition of the NALC Model Standing Orders and to complete those sections where local choice was required, so as to make available revised Standing Orders for consideration by the Council as soon as | WPC.8(1)   | 18/05/21 | Clerk                     | - | - | In progress. This item supersedes Minute WPC.6(1) from 28/05/19 which has now been deleted from the Action List.                                     |  |

Agenda Item 6

|    |   |           |          |             |   |   |   |   |
|----|---|-----------|----------|-------------|---|---|---|---|
|    | possible.   |           |          |             |   |   |   |   |
| 12 | To defer consideration of appointments to all other Committees/Sub-Groups until the next meeting of the Council.  | WPC.9(4)  | 18/05/21 | Clerk       | - | - | An item appears elsewhere on the Agenda   |    |
| 13 | To request the Officers to consult further on nominations for the following bodies or positions of responsibility outside of the meeting and to report back at the next meeting:- <ul style="list-style-type: none"> <li>• Millennium Fund Trustees</li> <li>• Winwick Educational Foundation</li> <li>• Signatories for electronic banking (Unity Trust Bank)</li> </ul> | WPC.10(2) | 18/05/21 | Clerk       | - | - | An item appears elsewhere on the Agenda   |    |
| 14 | To request Officers provide a written response to the questions submitted on behalf of the Winwick Litter Network   | WPC.15(2) | 18/05/21 | Clerk       | - | - | Not yet commenced   |    |
| 15 | To request the Clerk to write to the local PCSO to report the overtaking issue on Myddleton Lane and to request the allocation of a site code for Myddleton Lane to support traffic regulations enforcement.  | WPC.16(2) | 18/05/21 | Clerk       | - | - | Not yet commenced   |    |
| 16 | In respect of Document 3, to request the Clerk to explore with Network Plus what types of projects might attract funding.   | WPC.17(2) | 18/05/21 | Clerk       | - | - | Not yet commenced   |  |
| 17 | To approve the draft of the AGAR Section 1 – Annual Governance Statement 2020/21 and to authorise its signature by the Chair and Clerk and its submission to the external auditors.   | WPC.20    | 18/05/21 | Chair/Clerk | - | - | Signatures provided after the meeting. Minute number now being added. Period for exercise of public rights commenced on 15/06/21 and Notice and Sections 1 and 2 published on website and notice boards |  |

## Agenda Item 6

|    |  |           |          |                              |   |   |   |   |
|----|--|-----------|----------|------------------------------|---|---|---|---|
| 18 | To approve the AGAR Section 2 – Accounting Statements 2020/21 for signature by the Chair and Responsible Finance Officer and its submission to the external auditors.  | WPC.21    | 18/05/21 | Chair/<br>Finance<br>Officer | - | - | As above                                    |  |
| 19 | To approve the formal schedule of Council meetings for 2021/22, subject to further consideration of the proposed Management Committee dates and to note that the next meeting of the Council will take place on Tuesday 22 June 2021 at 7.30pm.  | WPC.23    | 18/05/21 | Chair/Clerk                  | - | - | Management Committee dates being considered |  |
| 20 | To request the Clerk to write to the Chair of the Governing Body to indicate that the school's proposals, in their current form, are unacceptable, but that the Council would be willing to discuss alternative proposals with the school's representatives.   | WPC.26(2) | 18/05/21 | Clerk                        | - | - | Not yet commenced                           |  |
| 21 | To request the Clerk to write to the Chair of the Governing Body to indicate that the Council has on-going concerns about the use of a temporary barrier across the access road, due to its impact on the Leisure Centre's business activities and lack of clarity about access by emergency service vehicles. | WPC.26(3) | 18/05/21 | Clerk                        | - | - | Not yet commenced                           |  |

### Progress Legend

-  Completed
-  Progressing to target
-  Early progress / just started
-  Not started (lower priority)
-  Complete – Immediate review programmed
-  Issues (exception)

Monthly Report

Burtonwood

- I have provided reassurance to a few residents who have reported issues with youths.
- Emailed/visited school to make sure everything is ok and to offer any assistance.
- I have recovered a stolen vehicle to its owner.
- Lorry Watch operation done on Burtonwood road/ Clay lane. Spoke to a few HGV drivers all who we stopped had legitimate reasons for being in the area.
- Tru cam has been used on various sites around the village.
- Asking licence premises if they would like to join Warrington West Pub Watch which we are currently setting up to begin next month.

Other than these mainly been Hi Vis patrol around the village whenever possible.

Winwick

- Dealing with shoplifting in B&Q
- Parking issues on Rectory Lane
- Asking licence premises if they would like to join Warrington West Pub Watch which we are currently setting up to begin next month.
- With the New 7.5t limit on Golborne road, I've been speaking to residents about the issue and I have sent an email to highways about the signage on Parkside road, seeing if a HGV gets to the sign they are already past the point of no return, so I have asked if they can be placed at the beginning of the road in junction of Newton road so the HGV drivers have no excuse.
- Patrols on Magic lake due to off road bikes been seen in the location.

The rest of the month especially on the late shifts I have been spending majority of my shifts in and around the area of Mary Ann Medows due to the high demand of the area of late and the number of youths drinking and doing other substances.

If you need anything don't hesitate to email me.

Kind regards

PCSO Neil Brown 22692



**Poplars and Hulme Ward**

**May 2021**

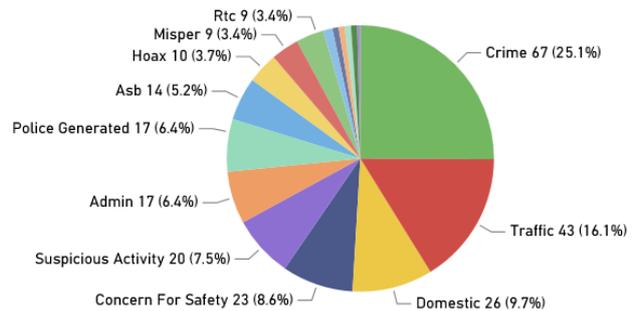
PCSO Anna-Maria McGreal  
 PC Sophie Berry  
 PS Lee Hillyard

Anna-Maria.McGreal@cheshire.pnn.police.uk  
 Sophie.Berry@cheshire.pnn.police.uk  
 Lee.Hillyard@cheshire.pnn.police.uk

In total there have been 267 incidents recorded across the Poplars and Hulme ward. The repeat locations for the parish perimeter

**Crime –**

| Closing Group             | No. of Incidents |
|---------------------------|------------------|
| Admin                     | 17               |
| Advice                    | 2                |
| Alarms                    | 1                |
| Asb                       | 14               |
| Concern For Safety        | 23               |
| Crime                     | 67               |
| Domestic                  | 26               |
| Hoax                      | 10               |
| Misper                    | 9                |
| Other                     | 2                |
| Police Generated          | 17               |
| Public Order              | 3                |
| Rtc                       | 9                |
| Sudden Death              | 2                |
| Suspicious Activity       | 20               |
| Traffic                   | 43               |
| Unknown Choice List Value | 2                |
| <b>Total</b>              | <b>267</b>       |



**OTHER –**

- Turcam has been done on both Poplars Avenue & Blackbrook Avenue.
- This month we have introduced ‘Monthly Priorities’ this month these have included, focusing on local schools, working alongside Keyring to offer support to vulnerable people in the area, and focusing on parking along Ulverston Avenue.
- Parking tickets have been given out for unnecessary obstruction on Ulverston Avenue and Bowness Avenue.
- PCSO Paulo has located three cars this month one without tax, insurance or MOT and two stolen all have been recovered.
- We have attended the address of vulnerable people around the area, working alongside KeyRing, this will a partnership we are hoping to continue and develop.

# Winwick Fly - Tipping Report mid June 2021



**L♥VE WINWICK**



**Being close to the M6 junction makes these lane classic fly-tipping hotspots  
 Images taken 1 April; since when some green waste removed and  
 only 1 item of new tipping seen (the perpetrator was videoed by a passer by and case is  
 being dealt with by WBC Enforcement. **Please note our volunteers bagged & marshalled  
 much of the Highfield Lane waste for disposal by Warrington BC on 3 June and it was removed  
 by their Technical Support team within 3 hours. Great work !!****

**W3W locations: aviators.sly.mixers , sailor.founders.expectant &  
 perkily.motive.appoints**

**Highfield Lane &  
 Waterworks Lane**

# Causey Bridge Old Alder Lane



**This is by far the worst case in the whole of Winwick;  
probably one of the biggest Borough-wide**

**W3W location misty.plenty.grief**

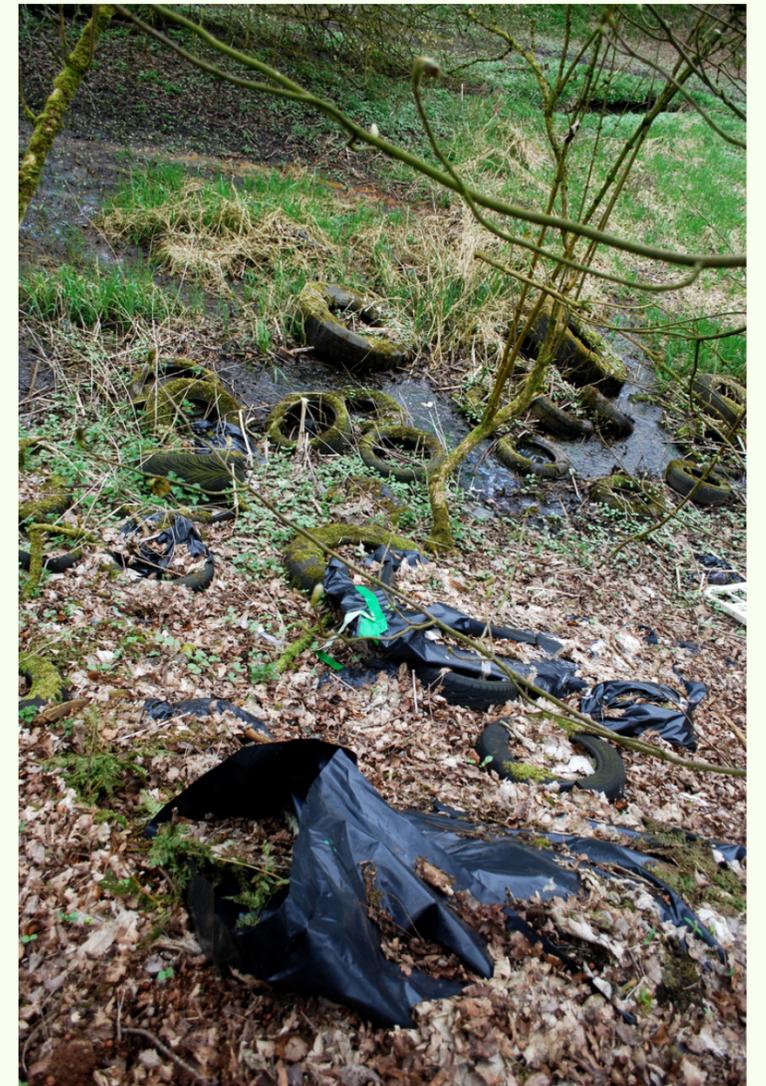
**Images taken 1 April; largely unchanged status. On 6 May we met  
with Officers from WBC took place. Subsequent meeting on 20 May  
with Cllr Alex Abbey, landowners and Burtonwood Woody  
Wombles group. All aimed at looking at robust potential  
preventative measures BEFORE the tipping is cleared. The images  
DO NOT do justice to the scale of tipping that has been seen here.**



# Hermitage Green Lane (i)



Longstanding issues. Registered Civil War Battlefield site Meeting with Cllr Cathy Mitchell & 3 Officers from WBC on site on 23 March. Images taken 1 April & 7 June. W3W location: feasting. asked.aims. Subsequent to our meeting **FIVE** "new" items of tipping have been seen. Two culprits' details are being investigated by Warrington BC Enforcement. **Residual waste is asbestos sheeting and B&Q builders' bags that now need urgent attention by Warrington BC Street Services.**



## Hermitage Green Lane (ii)

On 11 May a group of 9 volunteers forming a combined team from Resolution Runners (N le W) and Winwick Litter Network removed two full 8 tonne skips of debris (including over 80 tyres) from the embankment and watercourse. Our thanks go to Winwick Road Skip Hire for their superb support. This now provides a stable platform to move forward from to ensure the Lane is protected from ongoing fly-tipping. It forms part of the approach we are seeking to progress with Winwick Parish Council. **We strongly feel more thought is also needed to ensure the unique historic status of the site is properly recognised.**



# Sankey Valley Trail near M62 flyover

Prone to tipping because of the track under the railway line by the scrapyard.  
 Reported to Highways England. W3W location: organisms.finely.vessel  
 Images taken 5 April; since when some new tipping seen and dealt with by our volunteers.  
 Also, more clear-up work was undertaken by our team on 5 June as part of our  
 Sankey Valley clean-up with around 15 old bags retrieved (re items in right hand image)  
 and re-bagged by our team. The mattress is now the principal item remaining.



# Delph Lane

(below B&Q)

**Always very prone to fly-tipping as its a "rat-run" close to the M62 junction. Tipping has been recurring on a small scale basis principally on the private farmland behind a steel fence and on the motorway embankment.**

**However, the good news in this report is the Lane is free of fly-tipping for the first time in some 12 months.**

**We are keeping our collective fingers crossed !!**

# Mill Lane

On the edge of farmland; on the verge alongside this busy lane which is yet another hot-spot. W3W location: crumb.atom.sleepless. Images taken 5 April; debris still was in situ in early June.. Also, some tyres appear to be relatively "new" a few yards away towards Old Alder Lane. Our volunteers have started the lengthy job of re-bagging this longstanding debris for collection with half a dozen bags completed on 5 June.



# **Newton Road** **near the N-le-W bound bus stop at the top of Hollins Lane**



**Images taken 4 May at W3W location denoting.chatted.berated.  
Another success story; debris bagged and marshalled by 2 of our volunteers on 3 June  
and subsequently taken away by WBC Technical Support within 3 hours.**

# Conclusions

- In most areas of Winwick we feel we are now reasonably "on top of" litter in itself, although items thrown from vehicles remain a concern as it is often difficult to retrieve in a safe manner.
- Fly-tipping is now the major bug-bear and its here we've been focusing more attention; with a measure of success.
- We have established a good working relationship with two of the Officers at WBC who are most involved in these issues in Winwick.
- We met them at Causey Bridge on 6 May. This is a major hot-spot for which a solution which will not be easy. A solution is needed BEFORE the debris is removed. We are looking at alternative solutions with WBC, our Councillors, the local landowners and Woody Wombles, the Burtonwood based litter group.
- Hermitage Green Lane is our other principal concern given the historic significance of the site. A major clear-up was undertaken there on 11 May. **WBC now need to URGENTLY finalise the clear-up work our volunteers have kicked off (as the asbestos debris has been there for many, many months).** We trust a prosecution can proceed in respect of at least one recent fly tipping vehicle identified.
- Good results have been seen in early June on clearance of two longstanding fly-tipping "dumps"; on Highfield Lane and on the A49 not far from the Hollins Lane traffic lights. In both cases we bagged and marshalled the debris and by 4pm on the day Technical Support at WBC had removed it all. Great support from WBC !
- Preventative strategies are being trialled across our Parish area by our volunteers, with more initiatives planned
- **Council support for cameras is strongly recommended; we understand a funding submission is being looked at. Other preventative and awareness type initiatives are also recommended.**
- **We'd urge the Parish Council to make fly-tipping a major issue that requires ongoing focus and engagement, with a commitment to keep it central to the agenda in Winwick. A detailed paper was presented to them on this at their May meeting and we await their feedback.**



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**Winwick Parish Council**

**Correspondence since 18 May 2021**  
**(or not previously reported)**

1. E-mails from Warrington Voluntary Action (WVA) about the availability of grants to community groups and other news, training and local events – 19/05/21, 20/05/21, 21/05/21, 01/06/21, 03/06/21 (x2), 07/06/21 and 08/06/21
2. E-mails and reminders from Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), about various training events; and enclosing bulletins highlighting relevant parish news for the weeks ending 21 and 28 May and 4 and 11 June 2021 – 15/05/21, 21/05/21, 26/05/21, 28/05/21, 01/06/21, 03/06/21, 04/06/21, 05/06/21, 07/06/21, 11/06/21, 14/06/21 and 15/06/21
3. E-mail from Dean Bickerton – Warrington LPU, PCSO Coach, seeking video clips from community organisations about the work of local PCSOs to showcase their role at a conference - 08/05/21
4. E-mail from Aimee Comley, Grant Administrator, FCC Communities Foundation seeking evidence of the on-going maintenance and use of the younger children's play equipment on Myddleton Lane Playing Fields, which was funded by a WREN grant in the sum of £24,892 in September 2014 – 18/05/21
5. Website contact form complaint received from a resident, CP, a regular night shift worker, about loud music and microphone instructions for an exercise class outdoors at 10am in the morning occurring on 27/05/21 on Myddleton Lane Playing Fields . A text message (unsigned) was also received on the same date, which may be from the same resident - 27/05/21.
6. Website contact form submission received from resident, JK, offering his assistance in the cleaning up of litter in the Winwick area – 02/06/21
7. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
  - Cloudy IT – Accounting products
  - Futurform – desk screens and office furniture
  - geViews – planters
  - HAGS – outdoor playground and fitness equipment
  - Kompan – outdoor play and fitness equipment, inspection and maintenance
  - R Jenkinson-Finn – HR Consultant .

Up to date as at 15/06/21

**Winwick Parish Council**

**Planning Matters since 18 May 2021**

**General Correspondence (0)**

Nil

**Domestic Planning Applications (3)**

1. Application reference: 2021/39439  
Location: 12, Spires Gardens, Winwick, Warrington, WA2 8WB  
Description of development: Variation of condition - Proposed variation of Condition 2 (approved plans) on previously approved application 2020/38414 (house extension) to allow for a pitched roof instead of a flat roof
2. Application reference: 2021/39509  
Location: 60, Myddleton Lane, Winwick, Warrington, WA2 8NJ  
Description of development: Non Material Amendment - Proposed amendments to previously approved application 2018/33747 (House extension) for a new roof design
3. Application reference: 2021/39593  
Location: 5, Waterworks Lane, Winwick, Warrington, WA2 8LH  
Description of development: Householder-Single storey rear extension

**Non-Domestic Planning Applications (3)**

4. Application reference: 2021/39240  
Location: Sun House, Units 2-4, Opus 9 Industrial Estate, Woburn Road, Warrington, WA2 8UE  
Description of development: Full Planning - Proposed roof extraction flue to accommodate wet spray and powder coat painting with oven drying facility
5. Application reference: 2021/39232  
Location: Land North of Cromwell Avenue, East of Sankey Brook, Sankey Valley Park, Winwick Quay Area, Warrington, WA5 5TN  
Description of development: Full Planning (Major) - Engineering works to extend existing fishing pool (Stanners Pool) with fishing pegs and paths with associated earth mounding /landscaping
6. Application reference: 2021/39462  
Location: Land South of M62, Mill Lane, Houghton Green, WA2 0SU  
Description of development: Outline Planning Application (Major) Outline planning application for 27 residential dwellings (15 three storey townhouses and 12 two storey semidetached houses), open amenity space and associated development (access, layout and scale only - landscaping and appearance are reserved matters).

Up to date as at 15/06/21

## Final External Auditor Report and Certificate 2019/20 in respect of Winwick Parish Council CH0219

### Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

### External auditor report 2019/20

On 30 November 2020, we issued a report detailing the results of our limited assurance review of Sections 1 and 2 of this authority's Annual Governance & Accountability Return for the year ended 31 March 2020. We explained that we were unable to certify completion of the review at that time. We are now in a position to certify completion of the review.

The external auditor report given in Section 3 of the Annual Governance & Accountability Return requires amendments as follows:

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

- The smaller authority failed to approve the AGAR in time to publish it before 1 September 2020, the date required by the Accounts and Audit Regulations 2015 as amended by SI 2020/404 the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020, and did not disclose this by answering 'No' to Section 1, Box 1.
- The smaller authority has disclosed that it made proper provision during the year 2019/20 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7, which, on the basis of the above, is not correct.

Other matters not affecting our opinion which we draw to the attention of the authority:

- We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as amended by SI 2020/404 the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 as it failed to make proper provision during the year 2020/21 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2020/21 and ensure that it makes proper provision for the exercise of public rights during 2021/22.
- The smaller authority has not provided evidence of the budget setting arrangements by the whole authority during 2019/20. This was requested as part of our intermediate review procedures.

### External auditor certificate 2019/20

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance & Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.



**PKF Littlejohn LLP**  
**29/04/2021**

Tel: +44 (0)20 7516 2200 • www.pkf-l.com

PKF Littlejohn LLP • 15 Westferry Circus • Canary Wharf • London E14 4HD

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