

# WINWICK

*Best Kept Village  
in Cheshire – 2000*

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



# PARISH COUNCIL

Clerk to the Council:  
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20 October 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, 26 October 2021 at 7.30 pm.

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. Minutes**

To confirm the minutes of the Meeting of the Parish Council held on 28 September 2021.

- 4. Updates on Issues from Previous Meetings**
- 5. Question Time for Electors**
- 6. Written Motions Received**

- 7. Winwick CE Primary School – School and Community Development Plans**  
To consider responses to the Parish Council’s consultation leaflet, the outcome of the public consultation meeting and the next steps for the Council.
- 8. Police / Community Issues**
- 9. Correspondence**
- 10. Planning Matters**
- 11. Finance Officer’s Report**
- 12. Reports from Parish Council Committees**
  - Management Committee – 12 October 2021
- 13. Ward Reports / Updates**
  - Houghton Green Ward  
(Councillors D Friend, G Friend, McGinn, Warnock-Smith)
  - Peel Hall Ward  
(Councillors A Abbey, E Abbey and Pitt)
  - Winwick Ward  
(Councillors Herron, Iddon and Mitchell)
- 14. Date and Time of Next Meeting**
  - Tuesday, 23 November 2021 at 7.30pm
- 15. 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.

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

**Winwick Parish Council**  
**Minutes of the Meeting held on 28 September 2021**

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

**WPC.65      Apologies for Absence**

Apologies for absence submitted on behalf of Councillor J Pitt.

**WPC.66      Code of Conduct - Declarations of Interest**

There were no declarations of interest submitted on this occasion.

**WPC.67      Minutes**

Decision – That the Minutes of the meeting held on 27 July 2021 be agreed and be signed by the Chair as a correct record.

**WPC.68      Appointments to Committees, Sub-Groups and Outside Bodies**

The Clerk provided a verbal report on various appointments.

Appointments to a number of the formal bodies had been deferred at the Annual Meeting and again on 22 June and 27 July 2021 to enable the co-option process to be concluded and to allow further consideration of the terms of reference of certain bodies.

The following Committees, Sub-Groups had been established at the Annual Meeting for 2021/22, but without the full membership being determined:-

- Management Committee;
- Grievance Committee;
- Staffing Appeals Committee;
- Management Oversight Group;
- Leisure Centre Options Project Group;
- Local Plan Working Group.

The Environment and Highways Committee was not re-established pending further consideration as to its role.

Councillor G Friend had been appointed to the Rights of Way Forum at the Annual Meeting. However, nominations were still being sought for appointments to the following outside bodies:-

- Millennium Fund Trustees;
- Winwick Educational Foundation.

Additional signatories were also sought to support electronic banking.

Decision – To approve the following actions:-

<b>Committee/Sub-Group/Outside Body</b>	<b>Current Appointees and Seats Available</b>	<b>Action</b>
Management Committee	D Friend, G Friend, A Iddon, J Herron, plus 1 vacancy	Appoint Cllr A Abbey to fill vacancy
Grievance Committee	3 seats	Appoint Cllr D Friend to chair unless there is a conflict of interest. All appointees to be determined by the Clerk under delegated powers, on a case by case basis as appropriate, following consultation with the Chair
Staffing Appeals Committee	3 seats	Appoint Cllr A Warnock-Smith, Deputy Chair to chair, unless there is a conflict of interest. All appointees to be determined by the Clerk under delegated powers, on a case by case basis as appropriate, following consultation with the Chair
Management Oversight Group	Chair and Deputy Chair, Responsible Finance Officer, Centre Manager and Clerk	Disestablish this Group. (Reason - This body had been superseded by the urgency and emergency/special urgency delegations provided to officers on 26/05/20 which allow for more agile decision making following consultation with elected Members).
Leisure Centre Options Project Group	2 Members of the Management Committee and 2 Members from the Peel Hall and/or Houghton Green wards	Disestablish this Group. (Reason - This Group has not met. There are no current proposals to substantially alter provision of the Leisure Centre. A Business Plan is being drafted for consideration by the Management Committee. Any proposals for development will be a matter for the Management Committee).
Environment and Highways Committee	Chair Deputy Chair and 1 vacancy	Disestablish this Committee. (Reason - This Group has not met in recent years. These matters are usually considered by full Council. Additional Committee meetings would risk stretching resources unnecessarily).
Local Plan Working Group	Chair Deputy Chair 3 vacancies	Re-establish this Group in the light of the emerging Local Plan, but confirm appointments at a later date, as necessary

Millennium Fund Trustees	A Iddon + 2 councillor vacancies and Mr J Worthington (community representative)	Approve re-appointment of Cllr A Iddon and appoint Cllrs F McGinn and A Warnock-Smith for the period up to May 2024 (a period of three years), following which the appointments will revert to a four year term in step with the Elections. Clerk to write to Mr Worthington to see if he wishes to continue in the role and to advertise for a new community representative, if required.
Winwick Educational Foundation	1 Trustee appointed by the Parish Council	Appoint Cllr D Friend
Electronic Banking Signatories	C Mitchell A Iddon Responsible Finance Officer Centre Manager and Clerk	Approve existing signatories to continue, plus the addition of Cllrs J Herron and F McGinn to the list

**WPC.69      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.

In respect of Action 3 - Hermitage Green Flowers, it was reported that the Council had reached an impasse with Warrington Borough Council. If flowers were planted around the Green, this interfered with the Borough's mowing operations. A more complex mowing regime could only be achieved at significant extra cost to the Parish Council, which was not currently affordable.

In connection with Action 13 - Green Lane Flooding, it was noted that this matter had not yet been reported. Previous enquiries about this area had not provided a permanent resolution to the flooding concerns.

Regarding Actions 12 and 17 - Funding Available for Projects, further details would be sought.

In respect of Action 23 – purchase of RBL Tommy, this would be pursued as a matter of urgency before Remembrance Sunday. The Council's maintenance contractor could be asked to install the Tommy on Swan Green. A further Tommy would be purchased for Hermitage Green, but in the light of the mowing issue and sensitivities about a suitable location, a removable model would be preferable, which could be taken down and stored after November.

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

**WPC.70      Question Time for Electors**

There were a number of members of the public present at the meeting.

*Speeding Signs*

Members of the public asked if the Council might purchase a smiley face portable speeding sign for the village of Winwick. A quote of £3,000 had been provided by PCSO Neil Brown. Vehicles had previously been record travelling as fast at 47 mph. It was believed that the 20mph signage on Waterworks Lane was insufficient and one sign was obscured and should be moved. It was suggested that Waterworks Lane should be Access Only, as it was used as a shortcut to the M6 motorway junction. There were further concerns that if the Peel Hall development went ahead Delph Lane would also be overused. It was noted that PCSO Brown was trying to obtain the location codes need to monitor speeding traffic on a regular basis.

*Response:* It was possible that an Access Only restriction would increase the pressure on other junctions. Cllr Mitchell agreed to ask the Borough Council's traffic officer to look into the issues. Cllr A Abbey reported that traffic officers had reported on the complexities of highways rules at a recent Committee meeting. A number of people making coordinated complaints about speeding might provide the necessary evidence needed by traffic officers. Parish and Ward councillors could lend their support and Cllr A Abbey offered to help take the matter forward and provide an update to a future meeting. The Borough Council could also write to individual businesses if their vehicles were observed using Waterworks Lane as a 'rat run'.

*Local Plan - Development of Land off Waterworks Lane*

A Member of the public referred to proposals in the consultation version of the Local Plan for a housing development off Waterworks Lane. A number of points were raised by the public, including the following:

- Would responding make a difference?
- Why was Peel Hall still in the Local Plan as development land?
- Concern about over-development all around Winwick, including Parkside, Haydock Park and Peel Hall;
- Concerns about increased traffic caused by over-development;
- The use of information leaflets, or preferably a letter, to help to raise awareness of the issues;
- Further loss of green space; and
- The need to protect Parish Council land from development in perpetuity.

*Response:* The previous consultation had only elicited 10 responses from Winwick residents. Other areas had provided a more coordinated response. The Parish Council was considering producing a leaflet to advise residents about the consultation, which would run from 4 October to 15 November 2021. Residents were encouraged to respond. During the last consultation all residents had received a letter from the Borough Council, but it was not proposed to repeat this exercise for the current consultation. Every voice was important and, depending on what people said, this would help to shape the final Local Plan. The previous consultation stage

had already led to some changes to the latest iteration of the Plan.

Peel Hall remained in the Local Plan because the Government's housing requirement needed more land than there were currently brownfield sites available. Hence some greenfield plots were included. The inclusion of Peel Hall in the Plan allowed Development Control to place reasonable conditions on the development of the land, which effectively limited its potential for development. If the site was not included in the Local Plan, developers would have free reign to exploit the site. However, proposed legislative changes to the planning regime, making it easier for developers, might ultimately reduce the protection afforded to Peel Hall from future development.

The concerns mentioned by residents above were all valid arguments, which could be included in individual responses to the consultation. Up to around 2,000 houses could be required across the whole of Warrington. Consultation events were being held at the Halliwell Jones Stadium. However, the Borough Council had no plans to hold consultation events in the outer wards. Residents needed to mobilise and work together.

The proposed Parish leaflet would also survey residents about leisure provision in Winwick to help the Council shape its future offer and to bid for funding. The use of a letter and envelope would add unnecessarily to the time and cost of providing this information. The use of tick boxes on a standard pro-forma or a petition for the Local Plan response was not recommended, as generic comments would carry little weight. Residents need to think about their response, whether for or against the proposals.

Decision –

- (1) To note the issues raised by residents and responses provided.
- (2) To approve expenditure in the sum of £60 to fund the production of a leaflet about the Local Plan and survey of leisure provision.

**WPC.71      Written Motions Received**

There were no written motions submitted on this occasion

**WPC.72      Winwick CE Primary School - School and Community Development Plans**

Councillor Mitchell reminded Members that Winwick CE Primary School was located on a constrained site. The governors wished to move the car park, so they could extend the playground area. Accordingly, they wished to acquire a small plot of land from the Parish Council. However, there had been some resistance to this by members of the public and on the Council. Cllr Herron had now produced a draft consultation leaflet. The leaflet identified an alternative plot of land which was less well used and was subject to flooding issues. The intention was to consult the public by way of the leaflet (this would be separate from the Local Plan and leisure survey leaflet), a public meeting and a comments book accessible at the Leisure Centre.

Councillor Herron explained that the school had previously undertaken its own consultation. He had adapted the information in that document and would create the comments book. The alternative option suggested was considered to be a reasonable compromise and the views of the public would now be sought. In response to a question by Cllr Warnock-Smith, Cllr Herron indicated that the alternative site for the car park might solve the flooding issues on the land in question. Cllr Iddon commented that the land no longer flooded to the same degree, following the installation of a soak-away within the last few years. Cllr Herron added that the pathway from Rectory Lane to Faringdon Road still flooded. Overall he believed that the alternative site proposed was better than the original option.

Cllr Iddon suggested that the release of one parcel of land could open the floodgates to other development requests. Cllr Herron added that school had explored other options, but the Swan Pub and Premier Inn did not wish to sell their land. Cllr Iddon believed that this did not make the issue the Council's problem. Cllr Mitchell responded that the Council had a responsibility to act collaboratively with the school for the benefit of the community.

The Chair commented that new car park was for school staff and would not necessarily solve the drop-off and pick-up issues regarding children. There was a fear that the temporary barrier on the access lane might create more traffic problems on Myddleton Lane and Waterworks Lane. St Oswalds Church had offered use of their car park and a 'walking bus', but this offer had been declined.

Councillor Mitchell reiterated that at this stage the Council was simply being asked to agree to a consultation, not to determine the issue of disposal any land.

A Member of the public enquired about the school's plans for the future. He was concerned that an expansion of the school might harm Winwick's defence against further development under the Local Plan, by creating additional school places. Members confirmed that the school had no plans to expand beyond its current one form of entry (1FE) capacity.

Councillor A Abbey suggested that public park land could be used by the school for play activity if their playground was not extended.

A member of the public expressed concern that the school car park was full in the day time, but that the Leisure Centre's car park remained empty. It was suggested that the Centre's existing car park could be leased to the school. The Chair confirmed that the Liverpool Diocese would only consider ownership of the land. In any event the Leisure Centre was working hard to maximise its usage and would anticipate its own car park being full during the daytime. Councillor McGinn added that the school would receive a one-off grant for the project, but this funding was at risk if the project was delayed. Cllr Mitchell indicated that under the arrangements proposed, the Council would be released from its obligations to maintain the access road.

The Chair and Cllr Herron reminded Members that a range of arguments for and against the proposals would be derived from the consultation. Cllr Herron agreed to

circulate the draft leaflet via e-mail for Members to consider.

A member of the public present spoke in favour of the school's proposals, which would see improvements to its facilities. Another member of the public suggested that the school consider Winwick Park (Borough Council land) for its car park.

Cllr Herron reported that the school had not yet seen the draft leaflet, but it was hoped to be able to approve its production by no later than Monday 4 October 2021. The leaflet would then be made available to the public.

Decision – To approve the production and distribution of leaflet setting out possible options to meet Winwick CE Primary School's School and Community Development Plans, subject to a draft leaflet being circulated to Members outside of the meeting by e-mail and a consensus being obtained to its publication in any responses received.

### **WPC.73      Police / Community Issues**

A written report was provided by PCSO Anna-Maria McGrail (Peel Hall/Houghton Green Wards) for June 2021.

#### *Peel Hall/Houghton Green Wards*

In total, there had been 225 incidents recorded across the Borough Council's Poplars and Hulme Ward, which included the Parish's Peel Hall Ward. A pie-chart was included in the report, which showed the percentages of each type of crime recorded. The incidents at repeat locations within the parish perimeter and other activities (in order of most frequent) reported were as follows:

- Crime;
- Concern for safety
- Domestic;
- Traffic;
- Anti-social behavior; and
- Suspicious activity.

#### Other Matters

- Speed enforcement had been carried out on both Poplars Avenue & Blackbrook Avenue.
- Several advisory notices had been given to vehicles parked on Derek Avenue.
- This month PCSO McGreal, PCSO Pritchard and PC Berry had spent a day in St Andrews Primary school, speaking to classes about "keeping safe over summer" and "antisocial behaviour and the consequences".
- For ASB week officers had also attended St Bridget's Primary School to speak with children about antisocial behaviour in preparation for summer holidays.
- Officers had also conducted a knife sweep in Peel Hall Park as part of ASB week.

- The Constabulary had also introduced a new survey “Residents Voice” which allowed residents to have a say on policing.
- PCSOs had also attended the St Andrews Church Charity Shop this month, where officers recovered several knives which would be booked safely in to Police property and would be disposed of correctly.
- PCSOs had also attended Radley Common Luncheon Club, which was now reopening on a Mondays, Wednesdays and Fridays. Meals were provided in an environment with lots of human company. All were welcome to attend.

The report also contained some information specific to areas of Poplars and Hulme outside of Winwick Parish, which is not recorded in these minutes.

#### *Winwick Ward*

There was no report for the Winwick Ward on this occasion.

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

#### **WPC.74      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 – 28/07/21, 29/07/21 (x2), 02/08/21, 08/08/21, 05/08/21, 12/08/21, 16/08/21, 17/08/21, 18/08/21, 19/08/21, 23/08/21, 26/08/21, 01/09/21, 02/09/21, 03/09/21, 06/09/21, 07/09/21, 08/09/21, 10/09/21 (x2), 13/09/21, 15/09/21 and 27/09/21
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 July, 6, 13 and 27 August and 3, 10, 17 and 24 September 2021 – 27/07/21, 30/07/21, 04/08/21, 06/08/21, 13/08/21, 27/08/21, 31/08/21, 03/09/21, 10/09/21, 13/09/21, 17/09/21, 21/09/21, 22/09/21, 24/09/21 (x2) and 25/09/21
3. E-mail from Warrington Bus Back Better Team reminding stakeholders of the closing date of Monday 9 August 2021 for the bus consultation – 28/07/21
4. E-mails from Cheryl Nicholson and Rebecca Lee, Legal Support Officers, Warrington Borough Council, about various Traffic Regulation Notices (along with any statements of reasons and plans, as appropriate), due to be advertised in the Warrington Guardian on Thursday 5 and 19 August and 9 and 23 September 2021 – 03/08/21, 17/08/21 07/09/21 and 21/09/21
5. E-mail from resident, KG, requesting that the hedge on the square within the fence on Winwick Park Avenue roundabout be regularly trimmed – 03/08/21
6. E-mail from Mrs Chris Davenport, Finance & Commercial Manager, Cheshire Community Action, about the UK Government’s new £150 million fund to help support voluntary and community organisations from across the UK to take

ownership of community assets that were at risk of being lost without community intervention and to run them as sustainable community businesses. Community assets might include sporting and leisure facilities, cinemas and theatres, music venues, museums, galleries, parks, pubs, post office buildings and shops. The next two bidding rounds would be launched in December 2021 and May 2022 – 05/08/21

7. E-mails from Richard Griffiths, Tree & Woodland Officer, Warrington Borough Council, about the annual offer to procure and install Christmas trees and fencing for parish councils – 09/08/21 and 06/09/21
8. E-mail from resident, SR, living adjacent to Myddleton Lane Playing Fields, enquiring if the Council had plans to cut back overhanging trees at the edges of the field – 11/08/21
8. E-mail from resident, APH, living adjacent to Myddleton Lane Playing Fields, requesting that the Council cut back overhanging trees next to his and a neighbour's property – 23/08/21
9. E-mail from Jen van Deursen, Communications Officer, Office of the Police & Crime Commissioner for Cheshire, providing a copy of the Stakeholder Briefing for August 2021 – 23/08/21
10. E-mail from Jonathan Challis, Future Airspace Consultation Manager, Manchester Airport, providing an update on its programme to define its future airspace and indicating that it now intended to commence Stage 2 of the process (the develop and assess stage), which had been suspended during the pandemic – 23/08/21
11. E-mail from Adam Keppel-Green, Training Officer, Cheshire Branch, Society of Local Council Clerks (SLCC), in connection with the Cheshire SLCC Branch Conference on due to be held on Wednesday 29 September 2021 – 20/08/21
12. E-mail from Professor Steven Broomhead MBE, Chief Executive, Warrington Borough Council, about the Stage 5 finish of the cycling Tour of Britain, on Thursday 9 September 2021, with the race set to finish in front of the Golden Gates at the Town Hall – 02/09/21
13. Letter from Katherine Parry, Licensing Manager, Warrington Borough Council, about a consultation on the revised draft Gambling Policy, the closing date for which was Friday 15 October 2021 – 03/09/21
14. E-mail from Dean Pritchard, PCSO 23688, Cheshire Constabulary, introducing himself as the new PCSO for Poplars and Hulme Ward, following the departure of PCSO Anna McGreal – 03/09/21
15. E-mail reminder from a resident, KR, of Farringdon Road about a large ash tree on Myddleton Lane Playing Field overhanging her property, which could potentially be a hazard – 07/09/21.

- 16 E-mail from Councillor Frank McGinn notifying Members of the closure of Radley Lane from 4 until 29 October 2021 – 19/09/21
15. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
  - Cloudy IT – webcasting equipment for meetings
  - Defib World – defibrillators and spares
  - Futurform – eco-friendly cleaning products
  - geViews – noticeboards
  - HAGS – outdoor playground and fitness equipment
  - KOMPAN - outdoor playground equipment
  - WeFindAnyLearner - Government-funded courses
16. E-mail from Katie Halliwell, Democratic Services Officer, Warrington Borough Council, providing follow up information further to the Parish Council Liaison Meeting of 16 September 2021 on the following: Guidance Note on Casual Vacancy and outline of Planning Training – 29/09/21

In respect of Item 5 it was understood that the hedge on Winwick Park roundabout had now been trimmed. Although the Parish Council managed the upkeep of the fenced off area there was a question as to whether this was in fact Borough Council land.

A Member of the public asked whether overgrown hedges could be trimmed on Newton Road. The pavement had been partially cleared in the vicinity of the bus stop, but had not been cleared all of the way back to Winwick. The route could be dangerous especially if pushing a buggy. An e-mail had been sent to Councillor Mitchell about this matter. Councillor Mitchell responded that this was a resources issue for the Borough Council given the number of hedgerows across the authority's area.

Decision – To note the correspondence submitted to the Parish Council.

**WPC.75      Planning Matters**

*General Correspondence*

Nil

*Domestic Planning Applications*

1. Application reference: 2021/39862  
Location: Glenwood, Green Lane, Winwick, Warrington, WA2 8SD  
Description of development: TPO - Proposed Remedial pruning for 11 no. trees and felling of 1 no. tree.
2. Application reference: 2021/39861  
Location: 88, Kinross Close, Winwick, Warrington, WA2 0UR

Description of development: Householder - Proposed two storey side and first floor rear extensions.

3. Application reference: 2021/39897  
Location: 8, Spires Gardens, Winwick, Warrington, WA2 8WB  
Description of development: Householder - Proposed Single storey to the side, single storey to rear, enlarged drive and off road parking area and reinstating a previous garage conversion from habitable space back to a garage. – (Revised rear element to previously approved application REF 2020/38143)
4. Application reference: 2021/39363  
Location: Radley Cottage, Radley Lane, Winwick, Warrington, WA2 0SZ  
Description of development: Householder - Proposed Extensions/alterations to existing dwelling
5. Application reference: 2021/40089  
Location: 63, Coldstream Close, Winwick, Warrington, WA2 0LJ  
Description of development: First floor rear extension

*Non-Domestic Planning Applications*

6. Application reference: 2021/39896  
Location: Alder Root Farm, Alder Root Lane, Winwick, Warrington, WA2 8RZ  
Description of development : Agricultural Prior Approval - Agricultural Barn to include 3 bays for storage of 50 acres of hay, 1 bay storage of straw, 1 bay for tractors, 1 bay for implements and machinery, 1 bay for cleaning and servicing.
7. Application reference: 2021/39969  
Location: Land At Unit 1, Zones 1 & 2, Omega South, Warrington, WA5 7XQ  
Description of development: Retention of 2 no. External Sprinkler Tanks, Pumphouse and associated works
8. Application reference: 2021/40053  
Location: Junction of Calver Road and Woburn Road, Winwick, Warrington, WA2 8QZ  
Description of development: Class A Prior Approval - Installation of a 20m monopole tower and associated radio-equipment including one that will wrap around the base of the mast.
9. Application reference: 2021/39462  
Location: Land South of M62, Mill Lane, Houghton Green, WA2 0SU  
Description of development: Outline Planning Application (Major) Outline application for 27 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).

In respect of Application 9 above - Mill Lane, Members were reminded that this was the site close to Peel Hall. Councilor Mitchell confirmed that she had objected to the

original application as an individual councillor, but the matter had now been reopened for consultation. The Chair reported that the Parish Council had lodged an objection also.

Councillors A and E Abbey commented in relation to Application 6 above, Alder Root Farm, that it was believed that the owner had sold their interest in part of the land and was seeking to provide access for dwellings on this site. Councillor A Abbey would ask the Planning Office to keep a close eye on any development at this site, which might impact on Green Belt land.

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

### **WPC.76      Finance Officer's Report**

Members considered a report of Prudencia David, Acting Finance Officer, on a number of financial issues, which are set out below. Ms David had now left the authority due to the end of the maternity cover period.

#### 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 31 August 2021.

In July and August the Council had received £14.9k of income through the Leisure Centre, including £1.1k of furlough monies. This put the Centre at a profit of £0.8k in July and August and a £2.2k loss for the year to date.

Further furlough claims were being processed weekly.

The Council had incurred £14.7k of precept expenditure in July and August with £82.0k of precept remaining.

Ongoing work to improve room hire was being carried out. The Leisure Centre would need a strong marketing strategy and to ensure that the website and Facebook were updated and effective.

The Centre's supplier payments were now up to date. Also, Officers were still chasing debtors to settle their payments. One NHS provider organisation (Mersey Care) who had previously built up a high level of debt had cleared the majority of the balance, with most of the money having now been received in the Council's bank account.

#### Additional items

1) The following quotes had been received:

Quote: Beechwood Industries Ltd, for the following work:

- Line of trees between carpark and playing fields.

Crown raise to a minimum of 2.7m - £180.00+VAT

- Group of Silver Birch to the side of playing field  
Reduce away from fence - £140.00+VAT
- Red Oak in the bottom corner of playing field.  
Crown raise over greenhouse, crown clean and removal of deadwood -  
£240.00+VAT

Members deferred consideration of this matter to Part 2 of the meeting, under Agenda Item 20.

Payments made since Management Committee meeting of 14 September 2021

Direct Debit Payments:

*Leisure Centre:*

- Direct Debit (BT Group PLC): £239.38
- Direct Debit (Gocardless): £30.00
- Direct Debit (Scottishpower): -£480.00
- Direct Debit (BG Business): £127.32
- Direct Debit (BT Group PLC): £23.34

*Parish Council:*

- Direct Debit (Public Works Loans): £1,233.12
- Bank Fees: £189.62
- Direct Debit (Bagnall & Morris W): £268.18
- Direct Debit (TP LTD / Payzone): £21.60
- Direct Debit (Lloyds Bank PLC): £52.80

Bank Payments:

*Leisure Centre:*

- Wages: £2,606.91
- Wigan Beer £4,126.47
- Merlin brewery: £93.41
- Cheshire Pension Fund August: £199.81
- Rijo: £478.26
- Easyflow (September): £39.00
- System Hygiene: £57.50

*Parish Council:*

- Service Care Solutions: £576.32
- FRO Wages: £3,345.55

Decision – To note the Finance Officer's update report, including the Budget Review 2021/22 work underway and payments made.

**WPC.77      Traffic Management Scheme – Myddleton Lane**

Members considered a proposal to progress Stage 1 (develop scheme for consultation) and Stage 2 (design online survey) for the traffic management scheme on Myddleton Lane at a cost of £1,000 + VAT.

Councillor Mitchell reported that initial designs and consultation had taken place some time ago, but the project had been paused due to COVID-19. The Parish Council had already spent some money on this scheme and should now seek to complete the work. The intention was to develop the plans to the extent that the scheme was 'shovel ready' and could proceed as soon as sufficient funding was available. The proposals now required further public consultation.

A member of the public asked if s106 money set aside previously from a local development could be used to fund this project. Councillor Iddon commented that s106 development monies did not necessarily need to be spent in the same locality and the money referred to could have already been allocated elsewhere. Councillor Mitchell added that it might still be possible to access other s106 funding.

Decision – To approve the recommencement of the development of the traffic management scheme for Myddleton Lane and the necessary expenditure in the sum of £1,000 + VAT

**WPC.78      Community Governance Review**

The Clerk indicated that this matter had been deferred from a previous agenda until September 2021.

Decision – To request the Clerk to add an item on Community Governance Review to the Agenda for January 2022.

**WPC.79      Reports from Parish Council Committees**

The minutes of the meeting of the Management Committee of 14 September 2021 were provided.

A member of the public asked if the outcome of the school car park consultations would be available before the next Management Committee meeting. The Clerk reported that the intention was to hold a separate public consultation meeting on 25 October 2021, which was after the next Management Committee meeting.

Councillor Iddon asked if there was an update on the bar floor replacement. Councillor Herron indicated that one quote had been received recently in the region of £1,600, but a second quote obtained before the pandemic had been significantly lower at under £1,000. The Operations and Finance Officer would go back to the original company to see if their quote was still live and would cover the whole of the bar area.

Decision – To note minutes of the Management Committee of 14 September 2021.

**WPC.80      Reports form Outside Bodies**

The Clerk reported that he had attended a Parish Liaison Meeting with Warrington Borough Council officers on 16 September 2021. The Agenda had included items on the following:

- Update from Director of Environment and Transport;
- Update from Electoral Services Manager;
- Local Plan Update;
- Update from Development Manager and Training Offer; and
- Budget and Precept Setting Update.

In respect of the Local Plan, the consultation events planned at the Halliwell Jones Stadium were due to be held on the following dates:

- 12 October 2pm – 8pm
- 14 October 8am – 2pm
- 16 October 10am – 4pm
- 18 October 2pm – 8pm
- 20 October 8am – 2pm

Decision – To note the report in connection with Outside Bodies.

**WPC.81      Ward Reports / Updates**

Houghton Green Ward

There were no significant matters to report on this occasion.

Peel Hall Ward

Councillor A Abbey reported that he had now obtained details of the Parish Ward boundaries.

Winwick Ward

Councillor A Abbey thanked the volunteers who had helped to tidy St Oswalds CE Church banking on Newton Road and the Winwick Litter Network. He also reported that the Network had forged links with Rural Watch along with the other Networks in Burtonwood and Croft, to improve the reporting of rural crime to the Police. The Network was very active and participating in more than just litter picking. Councillor A Abbey indicated that he had sent e-mails to the Environment Agency on numerous occasions about various sites, but to date had not received any response.

Councillor Iddon asked if the three Parish Council owned bus stops could be cleaned and some maintenance undertaken. There were two stops on Myddlton Lane opposite Winwick CE School and one stop near Ilex Avenue. It might be possible to engage a handyman to undertake this work.

Councillor Herron reported that the damaged children's swing on Myddleton Lane Playing Field had not yet been attended to. The Clerk undertook to raise this matter with the Operations and Finance Officer who was due back from maternity leave imminently. It was anticipated that Wicksteeds would be able to sort out the matter relatively quickly.

Decision –

- (1) To note the reports and updates by ward councillors.
- (2) To request the Clerk to raise the matter of the broken swing with the Operations and Finance Officer with a view to commissioning Wicksteeds to carry out the repair.

**WPC.82      Date and Time of Next Meeting**

Decision – To note that the next meeting of the Council will take place on Tuesday 26 October 2021 at 7.30pm.

**WPC.83      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.84      Finance Officer's / Clerk's Report - Confidential Matters**

Members considered a quote for tree work which had appeared in the Part 1 of the Finance Officer's Report.

Decision – To approve the acceptance of the quote from Beechwood Industries Ltd and the necessary expenditure, in the sum of £560 + VAT, for the tree works on Myddleton Lane Playing Fields.

**WPC.85      Litter Picker Service**

A discussion on this matter had been included in the Agenda at the request of the Management Committee held on 13 July 2021.

Councillor Iddon indicated that she had called for this report. However, further information would be required from the Operations and Finance Officer before any meaningful discussion could take place. It was suggested that the Finance Officer would need to be present to provide an update and answer any questions.

Councillor Mitchell reminded Members that the intention was to bring the service in-house. The Chair indicated that there had been concerns that the original service was not cost effective. Councillor Iddon expressed the view that the operational

### Agenda Item 3

management of the service needed to be improved. Councillor Mitchell responded that all Members received a weekly summary of the activities undertaken and that Members could check the standards of cleanliness of the areas picked. A number of Members confirmed that they did undertake checks.

Councillor Iddon raised the issue of those areas which the litter picker could not safely pick and the need to obtain value for money as the service represented about 1/6<sup>th</sup> of the Parish precept. She also expressed the view that councillors should receive notification of which areas would be picked in advance. Councillor Abbey added that in his view the service did help reduce litter accumulation. Councillor Mitchell noted that the litter picker also supported the voluntary activities of the Litter Network. In response to a question by Councillor Warnock-Smith, it was confirmed that the litter picker followed a set schedule of streets and areas for picking, which were picked each week in broadly the same order. This included streets to the south of the M62. In response to a question by Councillor Herron, it was confirmed that the litter picker did coordinate his activities with the Litter Network.

Decision – To defer consideration of the Litter Picker Service to a later date, subject to an update report being provided by the Operations and Finance Officer.

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## WINWICK PARISH COUNCIL – ACTION LIST / REFERRAL LOG 2021/22

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. Potentially this task could be undertaken in conjunction with Winwick Litter Network	
3	To request the officers to continue to explore the options for providing some flowers on Hermitage Green.	WPC.63(3)	22/09/20	Clerk/ Finance Officer	-	-	It is proposed to delete this item. No agreement has been reached as to cost effective grass cutting arrangements with the Borough Council, which would avoid damaging flower displays	
4	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	-	The Working Group has been reappointed for 2021/22 in the light of the Local Plan consultations underway. However, its membership will only be determined if the Group is required to meet	
5	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 including rights of access. No formal advice has been received. However, negotiations are on-going with the school about a mutually beneficial solution.	
6	To request Officers to contact representatives of the above organisation [ <i>the Person Centre</i> ]	WPC.183(2)	27/04/21	Finance Officer/ Clerk	-	-	Discounted accommodation was offered as a start-up incentive, but not taken up	

Agenda Item 4

	to ask for further information in support of their application.							
7	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/ Finance Officer	-	-	In progress	
8	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.	WPC.8(1)	18/05/21	Clerk	-	-	In progress	
9	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	-	-	Regular dialogue is now taking place between Elected Members and the Litter Network, rather than formal correspondence	
10	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	-	-	Further details are being sought, as requested by Council on 28/09/21	
11	To request that the Clerk to write to Warrington Borough Council to raise the matter of flooding on Green Lane	WPC.34(2)	22/06/21	Clerk	-	-	Not yet commenced	
12	To agree, in principle, to the siting of litter bin on Winwick Park roundabout, subject to consideration of the land ownership issue.	WPC.38	22/06/21	Clerk	-	-	Enquiries made on 02/08/21 and a response dated 13/08/21 appear to indicate that the land in question may be WBC Leisure Land. The land does not appear	

**Agenda Item 4**

							to be WBC Adopted Highway. The matter will be pursued further with Dave Cotterill, WBC	
13	To defer appointments to the various bodies to enable further consideration of the issues identified previously and to request the Clerk to seek nominations outside of the meeting, to enable a full report to be brought back at a later date.	WPC.51	27/07/21	Clerk	-	-	Appointments made at the meeting held on 28/09/21	
14	To approve the purchase of a Royal British Legion Tommy of the larger (fixed) variety for siting a Swan Green.	WPC.59(2)	27/07/21	Clerk/ Acting Finance Officer	-	-	Tommys now ordered	
15	To request officers to provide details of the current opening hours of the Leisure Centre bar for consideration at the Management Committee.	WPC.59(6)	27/07/21	Operations and Finance Officer/Centre Manager	-	-	The Leisure Centre Manager attended the meeting of the Management Committee held on 12/10/21 to report on operational issues.	
16	To approve expenditure in the sum of £60 to fund the production of a leaflet about the Local Plan and survey of leisure provision.	WPC.70(2)	28/09/21	Cllr Mitchell / Operations and Finance Officer	-	-	Leaflet commissioned	
17	To approve the production and distribution of leaflet setting out possible options to meet Winwick CE Primary School's School and Community Development Plans, subject to a draft leaflet being circulated to Members outside of the meeting by e-mail and a consensus being obtained to its publication in any responses received.	WPC.72	28/09/21	Cllr Herron	-	-	Leaflet wording agreed and public consultation currently taking place	

## Agenda Item 4

18	To approve the recommencement of the development of the traffic management scheme for Myddleton Lane and the necessary expenditure in the sum of £1,000 + VAT	WPC.77	28/09/21	Cllr Mitchell / Operations and Finance Officer	-	-	Liaison with traffic management consultants to be arranged	
19	To request the Clerk to add an item on Community Governance Review to the Agenda for January 2022	WPC.78	28/09/21	Clerk	-	-	Noted for January 2022 meeting	
20	To request the Clerk to raise the matter of the broken swing with the Operations and Finance Officer with a view to commissioning Wicksteeds to carry out the repair.	WPC.81(2)	28/09/21	Clerk / Operations and Finance Officer	-	-	Wicksteed are booked in for inspection and will quote on the broken swing when they do this. Lead in time is currently 8-10 weeks but they have said if an inspector is in the area before this then they will pull it forward.	
21	To approve the acceptance of the quote from Beechwood Industries Ltd and the necessary expenditure, in the sum of £560 + VAT, for the tree works on Myddleton Lane Playing Fields.	WPC.84	28/09/21	Operations and Finance Officer	-	-	Tree surgeons have been notified of the works approved and requested to inspect the offending tree from an additional complaint about a branch falling into a garden on Farringdon Road. A letter has been sent to the new complainant to explain the action being taken.	
22	To defer consideration of the Litter Picker Service to a later date, subject to an update report being provided by the Operations and Finance Officer.	WPC.85	28/09/21	Clerk / Operations and Finance Officer	-	-	The Operations and Finance Officer has only recently returned from maternity leave and will require time to look into this matter. Internalising the service is a large project.	

### Progress Legend

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

Version 5.0 - (Final) – 26/10/21

**Winwick Parish Council**

**Correspondence since 28 September 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 – 28/09/21, 01/10/21, 07/10/21 (x2), 15/10/21, 19/10/21 and 20/10/21
2. E-mails and reminders from Sharon Angus-Crawshaw and Jackie Weaver, Cheshire Association of Local Councils (ChALC), about various training events; and enclosing bulletins highlighting relevant parish news for the weeks ending 8 and 15 October 2021 – 01/10/21, 04/10/21 (x2), 06/10/21, 08/10/21 (x2), 12/10/21, 15/10/21 and 19/10/21
3. E-mail from the Office of the Police and Crime Commissioner for Cheshire, enclosing PCC John Dwyer's Stakeholder Update for September 2021 – 27/09/21
4. E-mail from visitor and former resident, CD, seeking any information about her parents former cottage in Winwick near the old 'mental' hospital and Landers Farm – 29/09/21
5. E-mails from Rebecca Lee, Legal Support Officer, Warrington Borough Council, about various Traffic Regulation Notices (along with any statements of reasons and plans, as appropriate), due to be advertised in the Warrington Guardian on Thursdays 7 and 14 October 2021 – 05/10/21 and 12/10/21
6. E-mail from Katie Halliwell, Cabinet Support Officer, Warrington Borough Council, enclosing an Agenda Document Pack for the Development Management Committee, due to take place at 6pm on Wednesday 13 October 2021 – 06/10/21
7. E-mail from Katie Halliwell, Cabinet Support Officer, Warrington Borough Council, about parish council Planning Training dates arranged on Thursday 4 November at 2pm and Thursday 18 November 2021 at 5.30pm – 07/10/21
8. E-mail from Jonathan Challis, Future Airspace Consultation Manager (MAN), regarding consultation events in connection with the Future Airspace project – Stage 2 'Develop & Assess' -Phase 1, for Manchester Airport – 12/10/21
9. E-mail from Danny McGuire, Democratic Services Assistant, Warrington Borough Council, inviting Parish representatives to the Remembrance Sunday event at the Cenotaph, Warrington, at 11am on Sunday 14 November 2021 – 12/10/21
10. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
  - KOMPAN - outdoor playground equipment

## **Agenda Item 9**

- Town and Country Planning Association - charity promoting the values of progressive planning and place-making

Up to date as at 20/10/21

**Winwick Parish Council**

**Planning Matters since 28 September 2021**

**General Correspondence (1)**

1. Notification from the Planning Policy & Programmes Team, Warrington Borough Council, of the publication of the Updated Proposed Submission Version Local Plan, which sets out the Council's proposed approach to meeting Warrington's development needs up to 2038. The consultation commences for a six week period from Monday 4th October 2021 until 5.00pm on Monday 15th November 2021.

Relevant documents are available to view and download at:

<https://www.warrington.gov.uk/localplan>

The Council will also be holding a series of public consultation events at the South Stand Concourse of the Halliwell Jones Stadium, Mike Gregory Way, WA2 7NE, on:

- Tuesday 12th October - 2pm until 8pm
- Thursday 14th October - 8am until 2pm
- Saturday 16th October - 10am until 4pm
- Monday 18th October - 2pm until 8pm
- Wednesday 20th October – 8am until 2pm

**Domestic Planning Applications (3)**

2. Application reference: 2021/40171  
Location: 88, Dundee Close, Winwick, Warrington, WA2 0UL  
Description of development: Proposed single storey side extension and rear extension incorporating alterations to porch
3. Application reference: 2021/40259  
Location: 20, Shetland Close, Winwick, Warrington, WA2 0UW  
Description of development: householder - single rear extension to garage and part garage conversion
4. Location: 25, Dundee Close, Winwick, Warrington, WA2 0UJ  
Description of development: Demolition of the existing side extension and erection of a two-storey side extension and a single-storey side and rear extensions

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

5. Application reference: 2021/40233  
Location: The Old Rectory, Rectory Lane, Winwick, Warrington, WA2 8LE  
Description of development: TPO - Proposed remedial works x1 tree
6. Application reference: 2021/40244  
Location: Garden Land Located At 29 Waterworks Lane, Winwick, Warrington, WA2 8LH

## **Agenda Item 10**

Description of development: Erection of an electrical substation with associated retaining wall, fencing and access onto Waterworks Lane

7. Application reference: 2021/40260  
Location: Carshop, Calver Park Road, Winwick, Warrington, WA2 8JH  
Description of development : Full Planning Major - Proposed single storey ancillary extension to existing main building

Up to date as at 20/10/21