

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 July 2022

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 July 2022 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 Annual Meeting of the Parish Council held on 28 June 2022.

- 4. Attendance at Meetings**

To consider, as necessary, an extension to the permitted period of absence of councillors from meetings for a defined period of time, (s.85(1) LGA 1972).

- 5. Updates on Issues from Previous Meetings**

6. Question Time for Electors

7. Written Motions Received

8. Police / Community Issues

9. Correspondence

10. Planning Matters

Final dates for submission of written statements on the Local Plan:

- for Main Development Area: Peel Hall – 5pm Friday 22 July 2022
- for Site Allocation: Winwick – 5pm Friday 5 August 2022

11. Finance Officer's Report

12. Community Governance Review

A letter was sent to Warrington Borough Council by the Clerk on 3 July 2022, formally requesting a Community Governance Review of the electoral arrangements for Winwick Parish Council (letter attached). The response received states that the Poulton with Fearnhead Community Governance Review was due to go before Warrington Borough Council's Audit and Corporate Governance Committee in July 2022. However, its consideration has been delayed until September 2022, which will now provide sufficient time to include Winwick Parish Council and Poulton with Fearnhead under the same review.

13. Reports from Parish Council Committees

- Management Committee – 12 July 2022

14. 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)

15. Date and Time of Next Meeting

- Tuesday, 27 September 2022 at 7.30pm

16. 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.

17. Finance Officer's / Clerk's Report – Confidential Matters

18. Staffing Matter

Winwick Parish Council
Minutes of the Meeting held on 28 June 2022

Present: Councillors D Friend (Chair), A Abbey, E Abbey, G Friend, J Herron, A Iddon and F McGinn.

WPC.23 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors and C Mitchell, J Pitt and A Warnock-Smith.

WPC.24 Code of Conduct - Declarations of Interest

There were no declarations of interest submitted on this occasion.

WPC.25 Minutes

Decision – That the Minutes of the Annual Meeting held on 24 May 2022 be agreed and be signed by the Chair as a correct record.

WPC.26 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. Completed actions, denoted by a solid green bullet or reported verbally today, would be removed from the schedule when published for the next meeting.

Julian Joinson, Clerk, reported that Actions 14 (Millennium Trust Member), 19 (Carnival Notice) and 20 (Community Governance Review) had now been completed. Clare Jones, Operations and Finance Officer, indicated that Actions 16 (Playground Equipment Repair) and 17 (CCTV Repair) had also been completed.

Councillor McGinn asked if any progress had been made in relation to Action 4 (Winwick Park Roundabout Ownership). The Clerk responded that no additional information had been received and he would make further enquiries. Councillor Iddon commented that the Parish Council paid to maintain the green space, which implied ownership. Councillor McGinn suggested that a litter bin could be installed without the ownership issue being determined if all parties agreed. The cost of a bin was estimated to be in the region of £300-£400.

In connection with Action 5 (3G Pitch), Councillor Herron reported that he had met with Paul McMahon (Winwick Athletic FC) on Sunday who had confirmed that soil samples would be taken this week. On a related matter a complaint had been received about rabbit holes on the football pitches. A grit bin filled with sand would be supplied which the teams could use to quickly fill any holes discovered during their pre-match safety checks. The teams were happy with the proposed arrangements. The goal posts were due to be sanded down and repainted shortly. The Leisure Centre was also due to host a Sportsman's Dinner on 15 August 2022, which would be a ticketed event.

In connection with Action 9 (Ash Tree Stump Carving), Councillor Herron had sent a photograph of the stump to the proposed artist and a design was awaited.

Regarding Action 24 (Winwick CE School), Councillor Herron reported that a further meeting with the school's representatives was planned in July and an update would be provided at the next Council meeting.

Decision –

- (1) To note the position regarding updates from previous meetings.
- (2) To request the Clerk to make further enquiries into the possibility of providing a litter bin at Winwick Park Roundabout.

WPC.27 Question Time for Electors

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

Rubble

A member of the public reported that a large concrete bin base had been discarded on Myddleton Lane Playing Fields close to the climbing frame. Councillor McGinn noted that there were two similar concrete blocks dumped near the Millhouse pub. These items would be difficult to remove due to their weight.

Response: Officers would look into the matter.

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

WPC.28 Written Motions Received

There were no written motions submitted on this occasion.

WPC.29 Police / Community Issues

There were no written updates available on this occasion. The Clerk was asked to remind Neighbourhood Officers to keep the Council informed regularly.

Councillor Herron reported a car theft last week on Thursday evening/Friday morning. In addition, two vehicle accidents had been observed recently.

Residents were permitted to speak under this heading. Resident, Stuart Mann, reported that work was on-going with PCSO Stephen Heaps to set up community speed wardens. Training was due to be provided shortly on the use of a speed gun. Eight key locations had been identified in the village using the What 3 Words App. The Constabulary would need to approve the chosen locations. Some 5 residents had already completed an on-line training course. Mr Mann asked the Council to endorse the project and to consider how it would wish to receive updates. The Speedwatch scheme was almost ready to launch and would complement the

proposed smiley-face speed monitor.

Councillor E Abbey reported that two farms on the A49 had recently been broken into and horse equipment stolen. Members noted that the Police and Crime Commissioner was currently undertaking a consultation about rural crime and that correspondence was provided under Agenda Item 8, at Item 4.

A resident noted that there had been a burglary recently at Hermitage Green. The public expressed a view that the absence of a PCSO in the Winwick ward presented a risk of increased crime.

Data continued to be collected by residents about HGVs unlawfully using Golborne Road. An e-mail had been sent to Councillor Mitchell about some 30 vehicles observed using this route. It was likely that some of this traffic was travelling to/from the Parkside development site contrary to the agreed route.

Ms Jones reported that the number of PCSOs was proposed to reduce to one per Neighbourhood Area.

Decision – To note the discussions on Police and community issues.

WPC.30 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 – 23/05/22, 26/05/22, 27/05/22, 01/06/22(x2), 07/06/22(x2), 14/06/22 and 22/06/22
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 27 May and 10 June 2022 – 27/05/22, 08/06/22, 10/06/22 and 21/06/22
3. E-mail from Rebecca Lee, Legal Support Officer and Alison Burquest, Enforcement and Regulatory Solicitor, 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, 26 May and 2 and 16 June 2022 and Town and Police Clauses Act 1847 Notices – 24/05/22, 26/05/22, 01/06/22 and 14/06/22
4. E-mail from John Dwyer, Police and Crime Commissioner for Cheshire about the launch of a Rural Crime survey that will run throughout the summer. Residents could have their say using the link below:
www.surveymonkey.co.uk/r/ruralcrimesurvey2022 – 16/06/22
5. Website enquiry form from resident, AH, commenting that it was stated before the Jubilee that benches around Winwick were due to be refurbished and that, at present, only the two benches by the church had been finished. The resident wished to know when the remaining benches would be refurbished – 20/06/22

6. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
- Cloudy IT – free events promoting technology-based solutions
 - geViews – Planters

In connection with Item 5 it was believed that the resident had misunderstood the Council's commitment to renovate benches in the area. The current proposals were from a group of residents to refurbish the two benches on Swan Green and provide four new benches in Winwick Park and a further bench (subject to consultation and funding) at Hermitage Green. The works would be funded partly by the Council and partly by funds raised by the group themselves. Members noted that there were other benches Winwick in various states of repair, including one on Golborne Road, although the majority were located on Myddleton Lane Playing Fields. It was unclear who owned the Golborne Road bench. A review was currently being undertaken of the benches on the Playing Fields. Ms Jones had chased up the arboriculturists about the bench damaged when the Ash tree was felled.

Decision –

- (1) To note the correspondence submitted to the Parish Council.
- (2) To request the Clerk to respond to the resident in connection with Item 4 (Benches).

WPC.31 Planning Matters

The Clerk reported that there had been no planning matter submitted at the time of drafting the report. However, the following correspondence had subsequently been received:

General Correspondence

E-mail dated 24 June 2022 from Kerry Trueman, Programme Officer on behalf of Warrington Borough Council, in connection with the Planning Inspectorate's examination of the Warrington Borough Council Local Plan. The Council had been contacted as it had submitted representations on an earlier consultation version of the Plan.

The correspondence included a hearing programme and deadline dates for requests to participate (8 July 2022) and the submission of any statements (22 July or 5 August depending on the relevant hearing date). Key hearing dates relating to Winwick were 2pm on Tuesday 13 September 2022 (Main Development Area: Peel Hall) and 9.00am on Tuesday 27 September 2022 (Site Allocations – Winwick)

Mr Mann asked if residents could join with the Parish in attending and making a submission. Members considered that this ought to be possible.

Councillor A Abbey commented that the Warrington Local Plan did not appear to be

as watertight as the recent St Helens Local Plan, which implied that change could be achieved if relevant objections or comments were submitted. The Council's views could carry some weight. Business developers, such as Satnam, appeared to be happy with Warrington's Plan, but residents were less so. Different point of views could be expressed. The Chair commented that the Plan would have long term consequences for the children of the area. Councillor Abbey responded that older people might not want additional housing, but younger people might be in favour of additional affordable homes. Councillor G Friend noted that the Peel Hall development could significantly increase revenue available from the Parish Precept. A resident noted that large housing developments in Burtonwood and Westbrook could be supported by its existing infrastructure, including GP practices, and a post office, but Winwick had fewer such amenities.

Decision –

- (1) To note the planning matters submitted to the Parish Council.
- (2) To request the Clerk to confirm the that Council wishes to participate in the hearings stage of the Local Plan examination.

WPC.32 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.

Budget Review 2022/23

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 31st May 2022.

In May, £16.5k of income had been received through the Leisure Centre. The Centre was showing a £1.5k loss for May, with a year to date loss of £3.9k showing. This did not take into account the costs of the upgraded lighting. Progress was being tracked against the position for last year (a graph for which was provided). It was acknowledged that the April /May period typically involved a slow start, but the Centre was still ahead of the losses for the same period last year despite the increases in utility bills. June was likely to be a better month with an opportunity to recoup the deficit. Room hire was performing well.

There had been £7.7k of expenditure against the precept in May with the new year's Precept monies received in early May.

Councillor Iddon commented that the Centre appeared to be progressing on a 'tightrope' and Councillor McGinn asked if the situation was comfortable. Councillor A Abbey highlighted that significant improvements were now being made to the Centre's facilities which could not have been achieved previously. The Centre was anticipated to make a profit, which should not considered to be a 'tightrope' situation. The Centre was moving forward and demonstrated that the business model was right. Councillor Iddon disagreed with this assessment. Councillor A Abbey added

that the strong reserves position could also fund any repairs necessary. Ms Jones summarised by indicating that Reserves were available from last year and that once refurbishments had taken place that might allow the Centre's profits to put back into wider Parish improvements. Councillor Iddon commented that a large amount of maintenance was required to keep the Centre operational. Ms Jones acknowledged that on-going maintenance needed to be kept on top of. Improvements were being undertaken slowly/cautiously and were balanced carefully against the available funds.

A resident reported that he had seen details of a Jubilee Fund which was available for the upkeep of parish and community centres. He had written to the relevant person to seek to obtain funding to provide support for St Oswald's Church Hall. He agreed to send the link to the Clerk.

Additional Items

1) Item updates

- a) Repairs to playground equipment – order confirmation had been received and a date was awaited for the work to be completed.
- b) Tree work – this was pending.
- c) CCTV update and repair of camera – this had been completed on Tuesday 14 June 2022

2) Community Governance Review

This matter being dealt with under Agenda Item 11.

Payments made since the report prepared in lieu of the June Management Committee meeting

Payments Leisure Centre		
20-Jun-22	Wigan Beer Co	£957.83
20-Jun-22	T & JT Barton	£135.34
20-Jun-22	Clear Brew	£129.60
13-Jun-22	T & JT Barton	£592.49
13-Jun-22	RIJO	£168.00
13-Jun-22	O J Akintokun	£200.00
13-Jun-22	Ian Corbett	£194.34
Payments Parish		
20-Jun-22	Service Care	£288.16
13-Jun-22	Service Care	£288.16
13-Jun-22	HMRC Cumbernauld	£1,433.98
13-Jun-22	Chsh. Pension Fund	£691.33
Direct debits Leisure Centre		
20-Jun-22	BAGNALL & MORRIS	£299.57
20-Jun-22	BG BUSINESS	£200.48
16-Jun-22	BT GROUP PLC	£24.24
08-Jun-22	SCOTTISHPOWER	£980.00
07-Jun-22	BT GROUP PLC	£245.76
Direct debits Parish		
20-Jun-22	LLOYDS BANK PLC	£458.12
15-Jun-22	TAKEPAYMENTS LTD	£21.60
10-Jun-22	BARCLAYCARD	£201.12
07-Jun-22	XERO UK LTD	£31.20

Decision – To note the Finance Officer’s update report, including the Budget Review 2022/23, work underway and payments made.

WPC.33 Community Governance Review

Ms Jones provided a revised breakdown of households and voters per councillor in the Parish based on various possible future scenarios. The optimum number of councillors for each ward was also shown along with the impact on the Precept of fewer or additional Council Tax payers. The scenarios comprised:

- The loss of Houghton Green ward;
- The retention of Houghton Green Ward and additional housing development at Peel Hall; and
- The loss of Houghton Green, but with the additional housing development at Peel Hall

Councillor G Friend noted that the loss of Houghton Green ward could cost the Council over £28k of Precept income. Alternatively, retaining Houghton Green ward

and realising the Peel Hall development would increase the Precept income by over £92k. With the Peel Hall development, but the loss of Houghton Green ward, this would provide a rise in Precept of over £64k.

The Clerk reported that the Electoral Services Officer, Warrington Borough Council had advised that Poulton with Fearnhead Parish Council's Community Governance Review request was due to be considered by the Council's Senior Management Team in early July and that it would be useful for Winwick to submit its proposals at the same time for consideration. Members debated the nature of the submission and concluded that the request should be based on the current electorate.

Decision

- (1) To note the updated figures in support of a possible Community Governance Review.
- (2) To request the Clerk to write to the Electoral Services Officer, Warrington Borough Council, to formally request a Community Governance Review of its electoral arrangements based upon the current electorate with representation of 10 councillors overall to serve the following wards: Winwick (5); Peel Hall (3); and Houghton Green (2), but that the Council reserves the right to amend its proposals before the consultation phase commences based on the latest information about the future of Houghton Green ward and any progress on planned housing development in Peel Hall ward.

WPC.34 Reports from Parish Council Committees

The minutes of the meeting of the Management Committee of 10 May 2022 were provided.

Ms Jones reminded Members that there had been no Committee meeting held in June, but that a report in lieu of a meeting had been circulated, showing the monthly bar sales, room lettings, field hire, coffee sales, other updates, payments and debtors.

The Jubilee community-focused events had gone well with the afternoon tea event and Jubilee party achieving an overall profit of £75.38.

Looking ahead, planning for the Carnival was on track.

Councillor Herron reported that the majorettes had held an event on the playing fields last weekend which was well attended. Ms Jones commented that a reasonable bar take had been achieved and the organisers had cleared the field afterwards. Councillor Iddon commented that the event could have been more widely advertised.

Ms Jones reported that a dog show was due to take place in July. This had been run previously, but his year's event was on a larger scale. The event was after the Carnival date. Councillor McGinn suggested it should be advertised on the notice boards. Councillor Iddon commented that publicising events enticed people to walk

past the event and to call into the bar.

The Chair noted that the Committee might need to consider wage increases for staff if inflation increased significantly. Councillor G Friend noted that the Foundation Living Wage was likely to rise next year and was normally announced in the preceding November.

Ms Jones reported some increased staffing costs in April due to training a new member of staff.

Councillor Herron, Chair of the Management Committee, confirmed that overall he was pleased with the June financial position.

Decision – To note the minutes of the Management Committee of 10 May and the update report provided for June in lieu of a meeting.

WPC.35 Reports from Approved Outside Bodies

Parish Liaison Committee

The Clerk report that he had attended a meeting of this body on 9 June 2022 and provided a summary of the topics discussed as follows:

- Refresh of Register of Disclosable Pecuniary Interests and publication on website;
- Warrington Residents Survey;
- New Elections Legislation;
- Operation London Bridge; and
- Environmental and Transportation Issues (HS2; zero emission buses; flood defences; events safety; and Stockton Heath swing bridge refurbishment).

Rights of Way Forum

A meeting of the above body had been arranged on 15 June 2022 by Stephen Bartley, the Borough Council's Public Rights of Way Officer. An e-mail had been sent by the Clerk to local resident Emma Lavender recently about the possibility of serving on this body on behalf of the Parish Council, but due to a bereavement the communication may not yet have been viewed. However, it was understood that Ms Lavender was still interested in the role of Footpath Warden.

Decision – To note the reports in connection with approved outside bodies.

WPC.36 Ward Reports / Updates

A resident reported that Mr Ernie Rudd, who had attended the recent 50th Anniversary event for the Leisure Centre, was currently very poorly. The Chair and all Members of the Council placed on record their best wishes.

Houghton Green Ward

The Chair commented that Padgate Walking Day had been very well attended this year, but there had been a shortage of marshals. She called upon any interested residents to volunteer to support this event next year. Councillor G Friend noted that numbers for this and similar events had been increasing in recent years from around 2,000 to 4,000.

Peel Hall Ward

There were no significant matters to report on this occasion

Winwick Ward

Members noted that the hole in the pavement on the corner of Rectory Lane was still there. Discussions were on-going to identify which utility body was responsible for the repair. Ms Jones undertook to follow up this matter.

Councillor Iddon enquired about the broken railing near the main gate to Myddleton Lane Playing Fields. Ms Jones reported that she was seeking quotes for the repair, but these had not yet been received. The damage was thought to have been caused by simple wear and tear.

Ms Jones reported that overhanging trees from the Old Rectory were obstructing the footpath from Rectory Lane to Faringdon Road. She would contact the property's owner to see what could be done.

Members asked if there were any bylaws in place in respect of Myddleton Lane Playing Fields. The Clerk confirmed that bylaws were in place and agreed to circulate a copy to Members.

The Chair enquired if the Council had any formal chains of office. Ms Jones reported that she had previously seen a medal with ribbon and a gavel. She agreed to try to locate these items.

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

WPC.37 **Date and Time of Next Meeting**

Decision – To note the date of the next meeting on Tuesday 26 July 2022.

WPC.38 **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.39 **Finance Officer's / Clerk's Report - Confidential Matters**

Members considered a report of the Finance Officer on debtors. One public sector

organisation was responsible for the majority of debts that were outstanding. Ms Jones would shortly escalate the Council's response which would include a threat to cancel future bookings.

Decision – To note the Finance Officer's report in connect with debtors.

WPC.40 Staffing Matter

Members considered a matter in relation to the possible future employment of a worker. An incident had been brought to the attention of elected members which required consideration in the light of the Council's agreed disciplinary policy.

A summary of the matter and key elements of the debate are recorded in a confidential minute.

Decision – To approve the actions identified in the confidential minute to this section.

WPC.41 Winwick Educational Foundation – Governance Proposal

The Members considered a proposal from the Council's representative on the Board of Trustees of Winwick Educational Foundation about the future governance of the Foundation. The proposal recommended that the Council act as formal clerk to the body, with day to day support being provided by a part-time assistant clerk who would be employed by the Council, but with costs recharged to the Foundation.

Officers had considerable reservations about the risks and liabilities that the Council could incur if it took on board this role. The charity was regulated by the Charities Commission to which annual returns would have to be submitted. There currently was no expertise in charities governance within the senior management team. Also, the Council might need to take out additional insurance of it was to undertake this role.

Councillor A Abbey noted that the Foundation potentially had significant assets which could benefit the community and needed to be safeguarded. The Trust could possibly be transferred to a school governing body.

It was not known if the person proposed to act as part-time assistant clerk was suitably qualified to undertake the role.

Decision – To seek further information from the Council's representative on the Board of Trustees of Winwick Educational Foundation about the potential risks and liabilities and staffing considerations if the Parish Council were to have a greater degree of involvement in the governance of the Trust.

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WINWICK PARISH COUNCIL – ACTION LIST / REFERRAL LOG 2022/23

No.	Issue	Minute No.	Date of Raising	Referred To	Referral Date	Response Date	Comments	Progress
1	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 appears to indicate that the land in question may be WBC Leisure Land. The land does not appear to be WBC Adopted Highway. The matter will be pursued further with Dave Cotterill, WBC (superseded by WPC.26(2) below)	
2	To request an update as to progress on the 3G pitch proposals at each meeting.	WPC.108(3)	23/11/21	Councillors Mitchell & Herron	-	-	In progress. Councillor Herron has provided regular updates.	
3	To approve the anticipated expenditure on the Ash tree stump carving, subject to the final design being agreed by councillors prior to commencement.	WPC.183(2)	26/04/22	Cllr Herron	-	-	Design details awaited	
4	To approve the commencement of the in-house litter picker arrangements with effect from Monday 4 July 2022.	WPC.186	26/04/22	Operations and Finance Officer	-	-	A relevant consideration is due to be discussed at Part 2 of the Agenda	
5	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.5	24/05/22	Clerk	-	-	In progress	
6	To reaffirm that the Clerk, in consultation with the Chair, be authorised to continue to	WPC.6(1)	24/05/22	Clerk	-	-	In progress	

	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.							
7	To note the on-going work to develop a Data Protection Policy	WPC.6(3)	24/05/22	Clerk	-	-	Commenced	
8	(Millennium Trust) ...to request the Clerk to ascertain if Mr Worthington wished to continue in his role as resident trustee.	WPC.8(2)	24/05/22	Clerk	-	-	Mr Worthington has confirmed that he no longer wishes to continue in this role. Arrangements will need to be made to recruit a new representative	
9	To approve, in principle, support at up to £350 towards a Hermitage Green bench of similar construction (costing c.£700), subject to the necessary consultations with residents in that locality, prior to final commissioning of the project.	WPC.12(4)	24/05/22	Clerk / Operations and Finance Officer	-	-	Officers to ensure that appropriate consultations have been completed before any works are undertaken at Hermitage Green	
10	To approve the expenditure for the various tree maintenance works in the sum on £480.	WPC.16(4)	24/05/22	Operations and Finance Officer	-	-	Pending	
11	To request the Clerk to include an item on the Houghton Green ward matter on the Agenda for each meeting.	WPC.16(9)	24/05/22	Clerk	-	-	A report on the Community Governance Review appears elsewhere on the Agenda	
12	To authorise Councillors Herron and Mitchell to	WPC.22	24/05/22	Councillor Herron and	-	-	On-going	

	continue negotiations with representatives of Winwick CE Primary School on the basis discussed.			Mitchell				
13	To request the Clerk to make further enquiries into the possibility of providing a litter bin at Winwick Park Roundabout.	WPC.26(2)	28/06/22	Clerk	-	-	In Progress	
14	To request the Clerk to respond to the resident in connection with Item 4 (Benches).	WPC.30(2)	28/06/22	Clerk	-	-	In Progress	
15	To request the Clerk to confirm the that Council wishes to participate in the hearings stage of the Local Plan examination.	WPC.31(2)	28/06/22	Clerk	-	-	Completed	
16	To request the Clerk to write to the Electoral Services Officer, Warrington Borough Council, to formally request a Community Governance Review...	WPC.33(2)	28/06/22	Clerk	-	-	Completed	
17	To seek further information from the Council's representative on the Board of Trustees of Winwick Educational Foundation about the potential risks and liabilities and staffing considerations if the Parish Council were to have a greater degree of involvement in the governance of the Trust.	WPC.41	28/06/22	Clerk / Operations and Finance Officer	-	-	In progress	

Progress Legend

- Completed
- Complete – Immediate review programmed

Version 3.0 - (Final) – 20/07/22

- Progressing to target
- Issues (exception)

- Early progress / just started

- Not started (lower priority)

Winwick Parish Council

Correspondence since 28 June 2022
(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 – 28/06/22, 29/06/22, 12/07/22 and 19/07/22
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 1, 8 and 15 July 2022 – 28/06/22, 01/07/22, 05/07/22, 08/07/22, 11/07/22, 12/07/22, 13/07/22 (x2) and 15/07/22
3. 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 Thursday, 21 July 2022, and Town and Police Clauses Act 1847 Notices and postponement of the Orford traffic scheme – 28/06/22(x2), 13/07/22 and 19/07/22
4. E-mail from resident, SM, providing a link to information on the Government's Platinum Jubilee Village Hall Improvement Grant Fund, which was mentioned at the Council's last meeting. Details are as follows:
<https://www.gov.uk/government/news/platinum-jubilee-fund-creates-boost-for-village-halls> – 28/06/22
5. E-mail from Sharon Parker, Democratic Services Manager, Warrington Borough Council, about the establishment of a stakeholder group on which parish councillors can serve, in connection with the Stockton Heath Swing Bridge Works – 08/07/22
6. E-mails from Councillor Mitchell raising awareness of the Local Government Association's 'Debate not Hate' campaign, including a draft pledge for local politicians:
 - To debate in a truthful and respectful way
 - To debate about issues not personalities
 - To call out abuse when seen, even if the person being targeted is from a different political party.– 13/07/22 (x2)
7. E-mails from residents, AM and BT, highlighting a dead cherry tree adjacent to the children's playground on Myddleton Lane Playing Fields – 16/07/22(x2)
8. E-mail from Heather Vout, Administration Assistant, Birchwood Town Council, seeking advice about any experience of using traffic speed monitors and their effectiveness. – 18/07/22

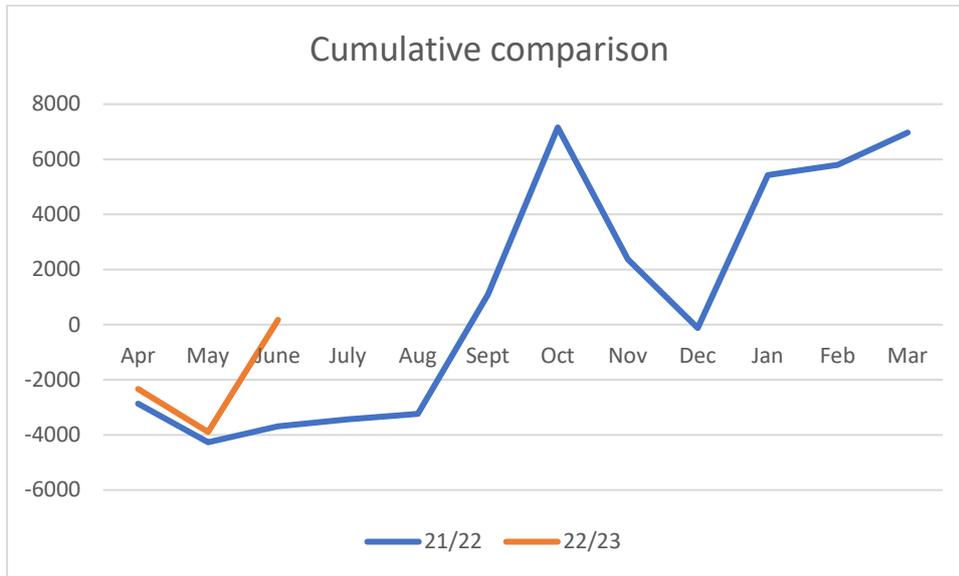
Agenda Item 9

9. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
 - Kompan – playground equipment
 - We Find any Learner - training

Up to date as at 19/07/22

Finance report to Winwick Parish Council Full Council meeting 26th July 2022

In June we have had £18.3k of income through the centre. The centre is showing a £4k profit for June, with a year to date profit of £173 showing. Progress is being tracked against the position last year (see plot below), as you can see we have hit into a profit position 3 months earlier than last year.



There has been £10.4k of expenditure against the precept in June, with £26.6k of expenditure on the year to date.

Additional items

- Review of benches completed (report issued separately) – still require prices for refurbishments.

Payments made since those reported in the management report

Payments Leisure Centre		
18-Jul-22	T & JT Barton	£435.95
18-Jul-22	Wigan Beer Co	£622.20
11-Jul-22	Easyflow	£67.50
11-Jul-22	KC's Klitchen	£892.80
11-Jul-22	T & JT Barton	£1,077.57
11-Jul-22	Clear Brew	£129.60
Payments Parish		
18-Jul-22	Wicksteed Leisure	£623.36
18-Jul-22	Service Care	£288.16
13-Jul-22	HMRC VAT	£779.10
11-Jul-22	HMRC Cumbernauld	£1,845.16
11-Jul-22	DL Hannan	£253.00
11-Jul-22	Service Care	£288.16
11-Jul-22	Elite Digital	£417.60
11-Jul-22	Chsh. Pension Fund	£648.22
Direct debit Leisure Centre		
18-Jul-22	BT GROUP PLC	£24.24
08-Jul-22	SCOTTISHPOWER	£980.00
08-Jul-22	BT GROUP PLC	£245.76
Direct debit Parish		
18-Jul-22	LLOYDS BANK PLC	£224.39
15-Jul-22	TAKEPAYMENTS LTD	£21.60
11-Jul-22	BARCLAYCARD	£204.98
05-Jul-22	XERO UK LTD	£31.20

Part 2 items:

- 1) Litter picker
- 2) Debtors list

Profit and Loss
Winwick Parish Council
1 April 2022 to 30 June 2022

	30 June 22	YTD
Income		
210 Room hire income	£7,260.00	£17,560.00
225 Buffet sales income	£1,104.00	£1,713.50
230 Bar sales income	£7,267.13	£21,629.01
231 Bar snacks income	£232.19	£737.67
232 Soft drinks income	£1,559.33	£4,491.63
260 Ticket sales income (Events)	£0.00	£50.50
Bar tea and coffee	£644.00	£1,700.90
Machine income	£0.00	£135.28
Entertainer	£0.00	£170.00
Field income	£320.00	£445.00
LC Bar till discrepancies	-£17.93	-£11.21
Total Income	£18,368.72	£48,622.28
Less Cost of Sales		
bar snacks expenditure	£15.95	£269.10
Beverage supplies (Coffee, milk)	£402.16	£890.99
Buffets	£892.80	£1,292.70
Buffets - events	£0.00	£627.08
Entertainer	£0.00	£170.00
Drink purchases (and other bar it	£2,610.32	£8,472.01
LC Direct Wages	£3,406.95	£11,043.56
soft drinks expenditure	£471.92	£1,479.07
Total Cost of Sales	£7,800.10	£24,244.51
Gross Profit	£10,568.62	£24,377.77
Less Operating Expenses		
Bad Debt	£0.00	£200.00
DJ's bouncy castles, etc - events	£5.17	£934.96
LC Bar & Cleaning sundries	£108.00	£947.75
LC Bottled Gas	£27.00	£121.50
LC Cleaning	£626.64	£1,996.47
LC consulting	£25.00	£75.00
LC Electricity (Light, Power)	£816.67	£2,481.67
LC Equipment	£222.83	£309.07
LC Fire extinguishers	£0.00	£255.00
LC Gas (Heating)	£167.07	£1,000.57
LC General Expenses	£0.00	£66.24
LC Landline telephone and Broad	£348.94	£798.94
LC Pension costs	£435.36	£1,427.09
Rates	£800.00	£2,405.75
LC Repairs & Maintenance	£0.00	£2,114.92
LC Trade waste	£249.64	£765.94
LC Water and Sewerage	£251.36	£746.52
Machine games duty	£0.00	£43.20
Managers salary and NI	£1,808.92	£5,825.57
PAYE Payable	£608.90	£1,527.94
Stocktaking Services	£0.00	£160.00
Total Operating Expenses	£6,501.50	£24,204.10
Net Profit	£4,067.12	£173.67
Centre reserves		£6,967.91
Balance of reserves		£7,141.58

Profit and Loss
Winwick Parish Council
1 April 2022 to 30 June 2022

	30 June 22	ytd
Income		
Precept	£0.00	£129,223.00
Total Income	£0.00	£129,223.00
<hr/>		
Less Cost of Sales		
Total Cost of Sales	£0.00	£0.00
<hr/>		
Gross Profit	£0.00	£129,223.00
<hr/>		
Less Operating Expenses		
Administration expenses	£7.00	£132.93
internal audit	£0.00	£1,350.00
cctv	£348.00	£723.00
intruder alarms	£0.00	£140.00
Bank Fees	£382.67	£829.66
Clerk's salary	£564.20	£1,693.00
Consulting	£0.00	£1,892.50
Grounds Maintenance	£162.50	£487.50
Legal / Licencing Expenses	£0.00	£468.00
Litter Pick Costs (Shared)	£772.31	£2,745.27
Loan charges	£3,614.42	£3,614.42
PAYE Payable	£1,236.26	£3,102.19
Payroll	£185.00	£555.00
Pensions Costs (Empr's contr)	£212.86	£638.57
Playground repairs	£519.47	£519.47
RFO Salary (and NI)	£2,161.12	£6,995.49
Subscriptions	£31.20	£93.60
Swan green, winwick park, radley corr	£253.00	£681.00
Total Operating Expenses	£10,450.01	£26,661.60
<hr/>		
Net Profit	-£10,450.01	£102,561.40
<hr/>		
Parish reserves		£20,565.09
Balance of reserves		£123,126.49
Bench project fees to be recouped from Millenium Trust	£1,032.76	

Review of benches within Winwick Parish

Completed:

2 benches at St Oswalds

Minor maintenance required:

Bench on Golborne Road – requires sanding and varnishing

3 benches on playing fields near back car park – sand and repaint metal

Benches on patio – sand and revarnish

Bench in front of patio – sand and varnish and repaint metal

3 benches along field by the school road – varnish

2 benches on children's play area – sand and repaint

2 benches near large play area between swings and climbing frame – sand and repaint

Paul and Councillor Herron have offered to do this whilst repainting the goal posts – Varnish and Armorite paint purchased for work to be done.

Repairs/ refurb required:

Bench to the left of the children's play area (as looked at from the field) – needs a full refurb as per the church benches

Bench outside the field gates – needs a full refurb as per the church benches

Bench to the right of the children's play area – needs some plinths replacing and then a sand and varnish

Bench near the old Ash tree – needs a full repair – should be provided by Beechwood but may need to be sorted by us and the costs passed on

Bench near climbing frame – needs 1 plinth replacing and sand and varnish.

Agenda Item 11

I intend to speak to Mr Towers about the possibility of these being undertaken and the costs involved. I am also going to speak to Beechwood about the broken bench near the Ash tree.

WINWICK

*Best Kept Village
in Cheshire – 2000*

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



PARISH COUNCIL

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Email: jjoinson.winwickclerk@outlook.com
Web site: www.winwickparishcouncil.org.uk

Alison McCormick AEA Cert
Electoral Services Manager
Warrington Borough Council
East Annexe - Town Hall
Sankey Street
Warrington, WA1 1UH

3 July 2022

Dear Alison

COMMUNITY GOVERNANCE REVIEW

Thank you for your recent telephone call and follow-up e-mail of 28 June 2022 in response to my enquiry about a possible Community Governance Review in the area of Winwick Parish. Your reply was very helpful.

The Parish Council considered this matter again at its meeting on 28 June 2022 and have asked me to write to you to formally request a review of the electoral arrangements for the area, specifically in relation to the number of councillors per ward.

As you will be aware, currently the number of councillors for the Council is 10, with the following ward split: Winwick (3), Peel Hall (3) and Houghton Green (4). However, an analysis of the number of households and electors suggests that the following split would be more proportionate: Winwick (5), Peel Hall (3) and Houghton Green (2). The Council requests that a review be carried out on the basis of a proposal to introduce the latter electoral arrangements.

Notwithstanding the above, the Council is aware of the proposals of Poulton with Fearnhead Parish Council for the Houghton Green ward to be transferred to that Council's area and understands that the two proposals could be considered simultaneously. Winwick Parish Council is also aware of anticipated future housing developments in its area, particularly a large-scale development which has received planning approval in the Peel Hall ward. In view of these factors, Winwick Council would wish to reserve the right,

before your Council sets the terms of reference of the review, to amend its proposals about the number of councillors per ward to reflect any boundary changes proposed and the latest intelligence about any likely housing developments in its area.

I would be grateful if Warrington Borough Council could consider Winwick's request and I look forward to hearing from you about the next steps.

Yours sincerely

A handwritten signature in black ink that reads "Julian Joinson". The signature is written in a cursive style with a long horizontal flourish at the end.

Julian Joinson
Clerk to the Parish Council