

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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21 September 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, 27 September 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 26 July 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**
- 11. Possible Hermitage Green Bench**
- 12. Finance Officer's Report**
- 13. External Auditor Report and Certificate 2021/22**
- 14. Reports from Parish Council Committees**
 - The meeting of the Management Committee due to be held on 13 September 2022 was cancelled. Members of the Committee received the monthly update report via e-mail.
- 15. 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)
- 16. Date and Time of Next Meeting**
 - Tuesday, 27 September 2022 at 7.30pm
- 17. 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.

- 18. Finance Officer's / Clerk's Report – Confidential Matters**

Winwick Parish Council
Minutes of the Meeting held on 26 July 2022

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

WPC.42 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors A Abbey, E Abbey, A Iddon and J Pitt

WPC.43 Code of Conduct - Declarations of Interest

There were no declarations of interest submitted on this occasion.

WPC.44 Minutes

Decision – That the Minutes of the meeting held on 28 June 2022 be agreed and be signed by the Chair as a correct record.

WPC.45 Attendance at Meetings

Members were informed that Councillor Jenni Pitt would reach the six months' deadline for non-attendance at a meeting or relevant council approved duty in August 2022, but the next scheduled Council meeting was not until September 2022 due to the summer recess. Accordingly, Members were invited to consider whether to extend the permitted period of absence of Councillor Pitt for a defined duration of time under s.85(1) of the Local Government Act 1972.

Councillor G Friend undertook to make a follow-up visit to Councillor Pitt's home to ascertain if she wished to continue in this role. If a vacancy were to arise, a notice of vacancy would need to be published and any 10 electors could then seek a poll. A by-election would incur additional costs for the Council. If no election was called or no candidates stood, the Council could co-opt a replacement councillor.

Decision – That an extension be granted to the period of absence from meetings allowed for Councillor Jenni Pitt, until the date of the next Council meeting on 27 September 2022.

WPC.46 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.

In connection with Items 1 and 13 – Litter Bin, Councillor McGinn enquired if any further progress had been made. Julian Joinson, Clerk, indicated that this had not yet been progressed. However, it was not necessary to settle the issue of ownership of

the land to site a bin there, if all relevant parties were in agreement. Clare Jones, Operations and Finance Officer, Ms indicated that a suitable bin had been identified in the sum of £199.74.

In respect of Item 9 – Benches, Ms Jones reported that she had been in touch with Mr Towers, who had indicated that a suitable location at Heritage Green had been identified and agreed with the residents. One resident had offered to donate £400 for the bench in memory of her husband, subject to a commemorative plaque being added. The Council had already approved a donation of up to £350 for this bench. The inscription would also include acknowledgement of the Parish Council's involvement. Councillor Herron observed a precedent had been set for memorial plaques, given that a memorial bench had been placed on Myddleton Lane Playing Fields with an inscription about a young footballer.

A member of the public in attendance noted that one resident who had attended a previous meeting had expressed some concerns about the installation of a bench. Ms Jones indicated that Mr Towers had been in touch with that person. The bench was proposed to be located near the copse, but it was not yet clear whether it would be sited on the grass or path.

Decision –

- (1) To note the position regarding updates from previous meetings.
- (2) To approve siting of a bench at Hermitage Green, subject to a suitable location being identified, and the addition of a suitable inscription in memory of the husband of a resident who wished to make a donation to the project organisers.

WPC.47 Question Time for Electors

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

Speed and Traffic Issues

A member of the public reported that he had met with PCSO Stephen Heaps recently about the Speedwatch scheme which was due to go ahead. He asked whether any progress had been made on the purchase of a smiley-face speed monitor, which could complement the scheme.

Response: Officers responded that a bid had been submitted to the Cheshire Police and Crime Commissioner for match-funding for a mobile speed monitor. Ms Jones undertook to chase up a response.

Footpath Warden

A resident, EL, asked about the Footpath Warden role.

Response: The Clerk indicated that some information had been sent to her works e-mail address, but following receipt of a personal e-mail address, this would now be

redirected. Subject to her agreement, the Council had also appointed her to serve on the Public Rights of Way Forum, which had recently been revitalised by Warrington Borough Council.

Local Plan

A resident asked about the hearings before the Planning Inspector on the Warrington Local Plan and whether the residents and the Council could coordinate their submissions.

Response: The Clerk reported that the matter was covered in more detail at Agenda Item 10. However, the Council had written to request participation in the sessions on Peel Hall and Winwick. The Chair noted that any coordination would need to occur before the next Parish Council meeting and might need to take place via e-mail.

Land for Sale

The resident also advised that around 42.4 acres of land off Waterworks Lane had recently come up for sale between Newton Road and Golborne Road, which was in the same general area as the proposed housing allocation site between Golborne Road and Waterworks Lane. The land was currently being marketed as arable land, but concerns had arisen that this might also be developed. The land was in the vicinity of the Battle of Winwick Pass site so might be protected.

Response: Councillor Mitchell indicated that the land should be protected from development due to its classification within the Green Belt in the Local Plan. The resident noted that a planning application for Green Belt land had been submitted in neighbouring Burtonwood. Councillors were of the view that the Burtonwood application was speculative and timed to be considered before the Local Plan was finalised. It appeared unlikely that any such applications would be approved, but there remained a small element of risk until the Local Plan was formally adopted.

Land to the North of Winwick

A resident asked if those dual-hatted Borough and Parish councillors who had supported the draft Local Plan, would be entitled to speak at the hearing in relation to the Winwick housing allocation, given their potential conflict of interest.

Response: Councillor Mitchell indicated that the number of objections to this development had been very low when residents were consulted initially. She had asked for that allocation not to be included in the draft Local Plan, but ultimately had voted to for the overall Plan to proceed. Mike Matthews, former councillor, commented that the Council had not been lobbied about the Golborne Road/Waterworks Lane housing allocation at the appropriate time and had not therefore objected.

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

WPC.48 Written Motions Received

There were no written motions submitted on this occasion.

WPC.49 Police / Community Issues

There were no written updates available on this occasion.

WPC.50 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 – 28/06/22, 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 could 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 was 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
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

In connection with Item 6 - Debate not Hate, Councillor Mitchell reported that she had circulated the draft pledge to get all on board with the ethos of respect. Opposition Members had also been supportive. She reported a number of unsavoury incidents including attempts by others to access her Facebook account, and being surrounded following a Planning meeting. The murders of Jo Cox MP and David Amess MP showed the level of harm brought about by disturbed individuals. All Members should call out abuse when they saw it and respond. It was not acceptable for politicians to be spat at, abused or pushed around. All Members indicated their support for the pledge.

A Member of the public noted that she had been the recipient of abuse by a councillor from another authority when she had raised an issue with him. Councillor Mitchell responded that the call for civility worked both ways and that all abusive behaviour needed to change. Debate should occur in an open and respectful way. Councillors did not enter public life for financial reward, but to help the community. The nature of their role necessitated that councillors could not please everyone. Abuse affected not only the councillor concerned, but also their families, which was unacceptable.

Councillor Mitchell had arranged for press coverage in the media with the local MPs to raise awareness and she intended to meet with the Chief Constable and Police and Crime Commissioner to seek their support.

Decision –

- (1) To note the correspondence submitted to the Parish Council.
- (2) That the Council supports the draft pledge calling for Debate not Hate. and commends this to all councillors.

WPC.51 Planning Matters

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

General Correspondence

A further e-mail dated 22 July 2022 from Kerry Trueman, Programme Officer on behalf of Warrington Borough Council, in connection with the Notice of Examination Hearings regarding the Warrington Borough Council Local Plan.

Mr Joinson reported on key dates for written submissions, as follows:

- Main Development Area: Peel Hall - 5pm Friday 22 July 2022 (now passed)
- Site Allocation: Winwick – 5pm Friday 5 August 2022

Members also had access to the relevant extracts from the Local Plan and key diagrams of site allocations in both Warrington and St Helens.

The Council would need to determine who it wished to nominate to speak at the hearing and the content of its submission(s).

The Chair indicated that she hoped to attend the sessions, but did not wish to speak. A resident commented that the hearing took the form of a round the table discussion and that there would be an opportunity for residents and the Parish Council to coordinate their submissions.

Councillor Mitchell indicated that a significant area of focus could be on the potential for increased traffic movements around Winwick. She did not believe that the Council would be able to influence the decision regarding the inclusion of the Peel Hall development within the Plan given the Secretary of State's decision to approve planning permission on appeal. Residents acknowledged that the speakers could paint a picture about what additional developments could mean for the village. Additional traffic was already anticipated because of Peel Hall, and was already being experienced as a result of the Parkside development in St Helens. Councillor Mitchell responded that a forum had been set up with the Parkside developers to manage the issue of truck movements.

Members considered that the main submission to the Inspector should be focused on limiting or resisting the Waterworks Lane development. It was noted that the impact of Peel Hall construction traffic could be a problem for up to 10 years. It would be major concern issue if both sites were developed at the same time.

Decision –

- (1) To note the planning matters submitted to the Parish Council.
- (2) To authorise Councilor Herron to liaise with residents via e-mail in order to develop a coordinated Council and community response to the Planning Inspector about the Local Plan, based upon the factors outlined above.

WPC.52 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 30 June 2022.

In June, £18.3k of income had been received through the Leisure Centre. The Centre was showing a £4k profit for June, with a year to date profit of £173 showing. Progress was being tracked against the position for last year (a graph for which was provided). The Centre had achieved a profit position 3 months earlier than in the previous year. The preliminary figures for July also looked to be showing a profit.

There had been £10.4k of expenditure against the precept in June with £26.6k of expenditure on the year to date. However, the insurance premium was due in January 2023.

Additional Items

1) Review of Benches

A detailed report was provided which set out the results of a condition survey of the benches within the Council's control and a location plan. Members noted that the refurbishment of the two benches on Swan Green had now been completed.

The majority of benches on the playing fields needed minor maintenance due to wear and tear. Councillor Herron and Paul Wharton, Leisure Centre Manager, had agreed to carry out this work. Ms Jones had met with Bob Towers and Lee Ulyatt to discuss repairs to the four benches which required the most repair work. They had agreed to provide a quote. The Chair added that if the benches were not safe they should be taken out of use. Ms Jones also reported that there was a further bench on Myddleton Lane which was not covered by the survey. The arboriculturists had not yet responded about the bench that had been damaged when the Ash tree had been felled.

Payments made since the report prepared for the 12 July 2022 Management Committee meeting

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

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

WPC.53 Community Governance Review

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

Councillor G Friend reminded Members that the Precept for the Parish would increase if the Peel Hall development went ahead. The final decision would require

the approval of the Secretary of State.

Mr Joinson reported that the submission had requested the following electoral arrangements for Winwick: 10 Councillors in total – Winwick Ward 5; Peel Hall Ward 3; and Houghton Green Ward 2. The Council had also reserved the right to update its submission based on the future of Houghton Green, which could result in the following allocation of seats: Winwick Ward 6 and Peel Hall Ward 4.

A resident commented that the current arrangements had been established by the Boundary Commission, but they had made a mistake in the distribution of seats between the wards. He also noted that up to 60% of Winwick residents would live to the south of the M62 following development of Peel Hall. This might require the Council to rethink the level of its services provide in those wards. The Clerk commented that the Local Plan also referred to additional community facilities at Peel Hall. Residents queried whether those facilities would be run by the Council.

Decision – To note the update in respect of a possible Community Governance Review.

WPC.54 Reports from Parish Council Committees

The minutes of the meeting of the Management Committee of 12 July 2022 were provided.

Councillor Herron reported that the Winwick Carnival had been a success and the recent dog show had faired reasonably well in spite of the weather. Ms Jones reported that the weather had in fact helped the bar sales.

Councillor Herron reported that a Halloween event was now being considered. A budget had been agreed and posters had already been drafted.

Councillor G Friend noted that the queue for drinks at the Carnival had been out of the door. Residents suggested a bottle bar or wine stall to ease congestion in future. Ms Jones noted the suggestion, but considered that this might lead to cash security and payment issues and would require more staff to be deployed. The event already required 2 bar staff and 2 glass collectors.

Councillor McGinn enquired about the new chairs ordered for the Centre. Ms Jones indicated that red upholstered chairs had now be ordered and were due to be delivered on Thursday.

Councillor Herron added that the Centre was busy preparing for the World Cup. Some projectors were being sourced, which could then be used for business meetings, for a charge of say £5.

A member of the public asked if the playing field security was adequate. Ms Jones responded that the main gates were double-padlocked and were only unlocked when they were in use for access. The rear car park to the Centre was secured by a barrier. In the case of an unauthorised encampment the Police did have a power to move on unauthorised encampments when local amenities such as playing fields

were affected. A caravan had been allowed onto the field in connection with the recent dog show. That organisation had booked the field again for next year. Ms Jones reported that there would also be an RCCG Church Fun Day on the playing field later in the year.

The Chair reminded members of the public that the Management Committee meetings were open to the public unless confidential items were being considered.

Decision – To note the minutes of the Management Committee of 12 July 2022.

WPC.55 Ward Reports / Updates

The Chair reported that she had received a telephone call to indicate that Winwick Farm Shop, on Southworth Lane, between Winwick and Croft, was due to close shortly. It was understood that the closure was due to retirement.

Houghton Green Ward

There were no significant matters to report on this occasion

Peel Hall Ward

There were no Peel Hall councillors present on this occasion

Winwick Ward

Councillor Herron indicated that he had not received any response from the initial tree stump artist and, therefore, had found another artist. Any designs would be circulated by e-mail for comment.

Councillor Mitchell reported that the 2022 Winwick Carnival had been organised by only 5 committee members and that more members were needed if future events were to go ahead. It was acknowledged that a flyer and Facebook appeal had been arranged, but this had not generated any meaningful response. Councillor Mitchell indicated that she had only a limited amount of time to give to this event and an existing member who dealt with the finances was due to stand down. The role involved:

- Dealing with the stall holders;
- Publication of the event programme, including obtaining business advertisements; and
- Organising the finances.

Councillor McGinn asked if Winwick Primary School might help. A member of the public commented that Culcheth and Glazebury Parish Council arranged their own carnival, which meant that it was appropriately staffed. The charity element could still be supported by a table on the day. Councillor Mitchell did not believe that it would be appropriate to ask the Council's staff to take this responsibility on board. The Carnival was set up as a limited company rather than a charity.

Ms Jones reported that the broken inspection chamber cover on Rectory Lane had now been repaired.

Decision –

- (1) To note the reports and updates by ward councillors.
- (2) To place on record the thanks of the Council to all of the members of the Carnival Committee for their hard work.

WPC.56 Date and Time of Next Meeting

Decision – To note the date of the next meeting on Tuesday 27 September 2022.

WPC.57 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.58 Finance Officer's / Clerk's Report - Confidential Matters

a) Winwick Educational Foundation

Members considered an e-mail dated 25 July 2022 and verbal update from Mike Matthews, the Council's representative on the Winwick Educational Foundation.

The matter was considered in Part 2 of the Agenda due to sensitive commercial interests and staffing issues. Members had sight of an agency agreement with Rostrons Ltd, their proposed marketing agreement and a marketing/property summary.

Mr Matthews indicated that there were 2 main considerations for the Council this evening.

- The distribution of any funds held by the Trust, if it were to be wound up and its land assets sold - The money could potentially be transferred to the four schools within the area covered by the Foundation. The sale of the land (a farm in St Helens) was likely to generate a modest capital receipt. The land was not currently in the St Helens Local Plan as housing allocation land, but if some of the site were ultimately sold to a developer it could raise a significant sum. Hence, it was proposed to include clawback provisions in any sale and Revd Canon June Steventon (a trustee) was looking into this matter. The Council might wish to have a view on who should benefit from any such future capital receipt. It was estimated that one parcel of land on the site had greater potential for development as housing land and could be marketed separately. Members were asked to consider:

- (i) Advising the Trust to seek to split the site to maximise the potential for part of it to be developed for housing;
 - (ii) The preferred arrangements for the division of assess either across the four local schools, or via some other arrangement to benefit youth provision in local wards more broadly;
 - (iii) Which organisation should receive any future income realised via clawback arrangements, eg. the Council or Liverpool CE Diocese.
- The clerking arrangement for the Trust - Clerking had originally been provided by FDR Solicitors, but this was an expensive arrangement, as the fees impacted on the Foundation's overall income. Accordingly, a trusted individual had been engaged on a temporary basis to carry out the day-to-day clerking role for an hourly fee. It was proposed that the individual continue in this role, but that Winwick Parish Council be appointed corporately as clerk to the Foundation, providing the necessary regulation and oversight of the function. Officers expressed concern that the Council did not have any spare capacity or the relevant expertise to take up the responsibilities of governance of the charity. Mr Mathews considered that the temporary clerking arrangements could continue if necessary. FDR remained the Trust's appointed legal adviser, regardless of the clerking arrangements.

Members discussed the issues raised above and considered that the Trust should seek to maximise any potential income.

Decision –

- (1) That Winwick Educational Foundation be advised to seek to split the site being marketed, to maximise the potential for part of it to be developed for housing.
- (2) That the Council supports, in principle, being the responsible body for receipt of any clawback funding following development of the Trust's land, subject to approval of the detailed arrangements.
- (3) That the Council does not wish to take up responsibility for clerking the Winwick Educational Foundation and supports the continuation of the current temporary clerking arrangements.

Mr Matthews then left the meeting.

b) Debtors

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 reported that having previously chased up the payments, future room bookings were now on hold and a letter would be dispatched shortly about incurring interest charges. The hirer was not likely to default on the payments, but timeliness was an on-going issue.

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

WPC.59 Staffing Matter

Members considered a matter in relation to the possible future employment of a worker, further to the discussion held at the last meeting.

Members had sight of the confidential minute of the last meeting, which set out the background and decisions taken. Members noted that enquiries had been undertaken by officers in line with the decisions made and the worker’s actions in relation to notifying his employment agency had been ascertained.

Members were satisfied that, with the appropriate safeguards included in the contract of employment about a probationary period, the worker should be engaged on a permanent contract.

Decision – To give the requisite 30 days’ notice to the employment agency of the termination of the relevant contract and to approve the direct employment of the individual concerned with effect from 5 September 2022, subject to the application of a 12 month probationary period and that officers send a copy of the Council’s disciplinary policy to him.

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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 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.	
2	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	
3	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	
4	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	
5	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.6(1)	24/05/22	Clerk	-	-	In progress	

Agenda Item 5

6	To note the on-going work to develop a Data Protection Policy	WPC.6(3)	24/05/22	Clerk	-	-	Commenced	
7	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. An update report is provided elsewhere on the Agenda	
8	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	
9	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 brief update on the Community Governance Review appears elsewhere on the Agenda (under Correspondence)	
10	To authorise Councillors Herron and Mitchell to continue negotiations with representatives of Winwick CE Primary School on the basis discussed.	WPC.22	24/05/22	Councillor Herron and Mitchell	-	-	On-going	
11	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	
12	To request the Clerk to respond to the resident in connection with Item 5 (Benches).	WPC.30(2)	28/06/22	Clerk	-	15/08/22	Response sent	

Agenda Item 5

13	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	-	-	The Council agreed not to undertake the clerking role at its meeting on 26/07/22	
14	That an extension be granted to the period of absence from meetings allowed for Councillor Jenni Pitt, until the date of the next Council meeting on 27 September 2022.	WPC.45	26/07/22	Clerk	-	-	To be reviewed elsewhere on the Agenda	
15	To approve siting of a bench at Hermitage Green, subject to a suitable location being identified, and the addition of a suitable inscription in memory of the husband of a resident who wished to make a donation to the project organisers.	WPC.46 (2)	26/07/22	Clerk	-	-	A report of the promoters appears elsewhere on the Agenda. Objections have been raised directly with the Council against the provision of a bench by two residents of Hermitage Green on the grounds of lack of appropriate consultation and the potential for increased antisocial behaviour and crime.	
16	To authorise Councillor Herron to liaise with residents via e-mail in order to develop a coordinated Council and community response to the Planning Inspector about the Local Plan, based upon the factors outlined above.	WPC.51(2)	26/07/22	Cllr Herron	-	-	Hearings were due to take place on the following dates: <ul style="list-style-type: none"> • Tuesday 13 September 2022 (2.00pm) – Matter 6d – Main Development Area: Peel Hall • Tuesday 27 September 2022 (9.30am) – Matter 7e – Site allocation – Winwick 	
17	To give the requisite 30 days' notice to the employment	WPC.59	26/07/22	Operations and Finance			The agency contract has been terminated and the worker employed	

	agency of the termination of the relevant contract and to approve the direct employment of the individual concerned with effect from 5 September 2022....			Officer			directly by the Council.	
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Progress Legend

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

Version 4.0 - (Final) – 21/09/22

Winwick Parish Council

Correspondence since 26 July 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 – 26/07/22; 10/08/22; 17/08/22; 18/08/22(x2); 23/08/22; 24/08/22; 26/08/22; 01/09/22; 05/09/22; 12/09/22(x2); 15/09/22; 16/09/22; 20/09/22 and 21/09/22
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 29 July, 5, 12, 19 and 26 August and 2 and 16 September 2022 – 25/07/22, 29/07/22, 01/08/22, 05/08/22, 08/08/22, 12/08/22(x2), 19/08/22, 24/08/22, 02/09/22, 06/09/22, 12/09/22, 13/09/22 and 26/09/22
3. E-mails and reminders from Adam Keppel-Green, Training Officer, Cheshire Branch SLCC, about the 2022 Branch Conference due to take place on Thursday 29th September and a programme of training sessions for the Certificate in Local Council Administration (CiLCA) – 23/07/22, 26/07/22, 29/08/22 and 20/09/22
4. E-mail from the Stop HS2 North Team, about the deadline of 4 August 2022 for the petitioning stage of the Crew-Manchester HS2 consultation – 24/07/22
5. E-mail from Cllr Hans Mundry, Cabinet member for highways, transportation and public realm, Warrington Borough Council, about the bus 'Super Summer Service', which was due to run from Monday 25 July to 4 October – 25/07/22
6. 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, 28 July and 18 and 25 August and 8 and 21 September 2022 – 26/07/22, 16/08/22, 23/08/22, 06/09/22, 07/09/22 and 20/09/22
7. E-mail from Nicola Cartledge, Senior Licensing Officer, Warrington Borough Council, about a review of and consultation on the authority's Cumulative Impact Assessment which looks at the type and density of licensed premises in an area and their impact – 27/07/22
8. Website contact form submitted by a resident, ND, enquiring whether the Council has any plans to upgrade the children's playground equipment on Myddleton Lane Playing Fields via crowd-funding – 28/07/22
9. E-mail from Richard Griffiths, Tree & Woodland Officer, Warrington Borough Council, about the facility to place an order for municipal Christmas trees via that authority – 03/08/22

10. Website contact form submitted by a resident, AH, about the progress made on refurbishing benches in the area. (A response was sent on 15/08/22) – 10/08/22
11. E-mails from Katie Halliwell, Cabinet Support Officer, and Kirsten Riley, Democratic Services Officer, Warrington Borough Council, about the Agenda for the Development Management Committee meetings due to be held on Thursday 18 August 2022 and Thursday 21 September 2022 – 11/08/22 and 13/09/22
12. Network e-mail from Kerry Duffin, Clerk to the Council, Lymm Parish Council, seeking to gauge any interest sharing information on the role of Parish Wardens / Environment Teams in relation to the green agenda and the climate emergency declaration – 18/08/22
13. Website contact form and e-mail from a resident, AH, about the misuse of the children play area on Myddleton Lane Playing Fields by dog owners. (Responses were sent on 30/08/22) – 21/08/22 and 30/08/22
14. Website contact form and e-mail from a resident, AWF, about ambiguity around the consultation arrangements concerning the possible siting of a bench at Hermitage Green and subsequent concerns. (A response was sent on 30/08/22) – 29/08/22 and 20/09/22
15. Website contact form submitted by a resident, V, reporting a fault with the zip line in the children's play area and other maintenance issues – 31/08/22
16. E-mail from a resident, DAL, challenging the sufficiency of the consultation arrangements concerning the possible siting of a bench at Hermitage Green and submitting a formal objection to any installation at that location. (Responses were sent on 05/09/22 and 12/09/22) – 31/08/22 and 08/09/22
17. E-mail from John Dwyer, Police & Crime Commissioner for Cheshire, about the consultation on the refreshed Police and Crime Plan open until Wednesday 28 September – 05/09/22
18. Telephone contact from Andrew Seddon, RBL, about the Council's order for poppy wreaths for Remembrance Sunday. (An order for 3 wreaths has been placed this year at £17 each) – 07/09/22
19. E-mails from Katie Halliwell, Cabinet Support Officer, and Danny McGuire, Democratic Services Officer, Warrington Borough Council, about the activation of the local protocol and local events; following the sad death of HRH Queen Elizabeth II – 09/09/22(x2) and 14/09/22
20. Social media message from a resident about the possibility of offering a work space in the Leisure Centre for people who work from home to include WiFi, heating and access to coffees/snacks during the day, possibly for a nominal fee – 09/09/22

21. E-mail from Bob Towers (Bench Project Group) confirming completion of the installation of the final two benches on Winwick Park (and enclosing photographs) – 16/09/22
22. E-mail from Alison McCormick, Electoral Services Manager, Warrington Borough Council, indicating that the Council's request for a Community Governance Review has been deferred until the November 2022 meeting of the Audit Committee – 20/09/22
23. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
 - Cloudy IT – digital services
 - geViews – notice boards
 - Kompan – playground equipment
 - We Find any Learner - training

Up to date as at 21/09/22

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Winwick Parish Council

Planning Matters since 26 July 2022

General Correspondence (4)

Updates on Local Plan Hearing Process – 26/07/22, 22/08/22, 02/09/22 and 19/09/22

Domestic Planning Applications (0)

Nil

Non-Domestic Planning Applications (0)

Nil

Up to date as at 21/09/22

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Update for Winwick Parish Council Meeting on Tuesday 27th September

Hermitage Green Bench

Background

It will be recalled that the Parish Council has given in principle support at up to £300 towards the cost of a new bench to be located on at Hermitage Green to supplement funds being introduced by local residents including a substantial donation by a longstanding resident, Yvonne Sampson. The bench would be hand built locally in stainless steel, pitch pine and teak in line with the benches that have installed on Winwick Park (where three of the four benches have now been installed). The Parish Council contribution would amount to just less than 40% of the total likely cost.

The Clerk to the Council has requested an update, given that an objection has been received from a local resident.

Report

It is proposed the bench would be situated on the grass verge directly outside Mrs Sampson's property at 1&2 Rosemount Cottages (please see plan attached; marked "YS"). This would be in a position north of Hermitage Close, towards the bend in Golborne Road. Importantly, it would NOT be situated outside any of the three "new" Bloor Homes houses fronting the main road which face the junction with Hermitage Green Lane. These are identified on the plan and they are numbered 39, 41 & 43 Golborne Road. We have spoken to the residents in the three new houses and having suggested movement away from the large green area in front of his house at No 43, that resident IS now comfortable with the position now proposed. However, the resident in the middle house, No 41, continues to be unsupportive. The bench would be over 45 metres from the front of that property and not in immediate view from inside their house looking out. The occupier at No 39 Golborne Road IS happy with the proposal.

The bench would face across the main road in a broadly westerly direction. It would be set back from the main road and installed by Warrington BC in a fully compliant manner on a hard surface with room alongside for a pushchair or wheelchair.

There seems to be a problem in the mind(s) of the resident(s) of NO 41 Golborne Road, which is focused on the potential for unsociable behaviours (which to date have NOT been a particular problem in Hermitage Green). The views of local residents supportive of the proposals seem to suggest that the potential for such behaviours to happen purely because a bench has been installed is pretty remote, particularly as the bench would be in a completely open environment and not close to the woodland area to the south of No 39 Golborne Road (where such activities might *possibly* occur).

Other neighbours in older, more established properties facing Golborne Road have been consulted and we can advise that residents at Rosemount (shown on the plan) and No 4 & 5 Rosemount cottages are all supportive. No-one currently resides at No 3 Rosemount Cottage.

Of the 9 houses in Hermitage Close, firm support from 8 of these has been forthcoming with agreement to donations totalling just over £100. Only one resident said they preferred not to have a bench installed.

Overall, as can be seen, the vast majority of local residents are in favour of proceeding on the basis it would provide a pleasant amenity for local people to rest and take in the views, including walkers, runners and cyclists who traverse up and down the ever-popular Hermitage Green Lane. Views from the bench would be particularly stunning in the evening as the sun sets.

Recommendation

That the Parish Council provide permission for the bench to be installed in the position set out in the plan attached (this is at W3W//fields.slowness.denim where a separate plan is also provided) noting that the objections received in relation to the potential for unsociable behaviours are not felt to be particularly valid in this location. In addition, it is noted the location would not be outside the property occupied by the principal objector(s), standing almost 50 metres away from their property at a fairly acute angle.

HERMITAGE GREEN RESIDENTS' OBJECTIONS TO BENCH INSTALLATION

Objector 1

Contact Form from AF dated 29/08/22

I was concerned to hear from my neighbour that a couple approached him and told him that ' they had decided to put a memorial bench opposite Hermitage Close'. As you are aware, and I believe put in the minutes of at least one of the Parish Council meetings there was an agreement that no bench would be placed at Hermitage Green without the people who live on the front of Golborne Road near Hermitage Green Road being consulted. I met with Alan after the meeting who assured me that the both he and Bob Towers would contact me the following weekend to discuss options. This, of course, never happened. After the next meeting I met with Stuart Mann who also agreed that there would be no bench anywhere without consultation. I'm not sure whether we are just being lied to or whether there is such a lack of organisation that no one knows where when or how a decision is being arrived at.

My expectation is that the Parish Council uphold the decision agreed at the meeting and do not allow this bench to be put anywhere on Hermitage Green unless there is proper and detailed consultation with the people whose houses front onto the Green.

The fact that the woman who spoke to the neighbour was concerned that putting the bench under the trees would attract anti social behaviour would leave us to believe that perhaps the whole enterprise should be reconsidered.

I would appreciate receiving your feedback in a prompt manner as this matter, which I was assured had been resolved is causing consternation and distress, especially when every attempt to resolve it has been met with either platitudes or it seems lies.

Looking forward to hearing from you.

E-mail from AF dated 20/09/22

Thank you for the reply. I would appreciate being kept informed of the progress on this matter. We are also happy to attend the WPC Meetings to put our case forward should it be necessary.

Since your mail we have had a visit from one of the people proposing the bench. They asked for our opinion and then when they received what they perceived as the wrong opinion refused to debate the proposal saying that we had a lot to say about it and walked away dismissively.

They had opened with, " We are putting a bench on the front in memory of my late husband who lived in the area for many years as did his father and grandfather, (they also said they would be funding some of the cost) and we want to know your opinion." When I said I fundamentally opposed this idea and did not want a bench in front of our houses, the lady concerned then said that I had a lot of opinions and walked away.

She did not want to discuss the reasons why I oppose it or the aspects of the proposal which I believe will cause issues.

The position for the siting of a bench between two entrances on the island is problematic. This area had an issue some years ago with people dealing drugs from cars which pulled into the Hermitage

Green area. The Police were able to deal with it as people in cars can be more readily identified and action taken. The siting of a bench close to the road in an area which can be easily driven in and out of will be difficult to police, and the potential for people meeting there for the purpose of procuring illicit substances is obvious.

On top of that it also threatens the security of the houses on the front. Anyone checking whether the occupants of the houses are on site currently has to drive into the area and sit and wait, drawing attention to themselves and giving us the residents a way of identifying them through their car registration. Anyone sitting on the bench is able to watch the houses, see who goes in and out and will have a much better sense of which houses are empty. This puts us at risk.

On top of this we also have the issue of litter and anti-social behaviour which could be prevalent should this bench be sited in that location.

I understand the idea behind the bench and would support having a bench away from the houses, having the bench close to the road and close to the houses is, I believe, too much of a risk and will cause ongoing issues.

Please let us know when the next WPC meeting is and we will endeavour to attend.

Thank you for your time.

Objector 2

Contact Form from DAL dated 31/08/22

On Friday 26 August 2022, two people in Hermitage Green claimed to be involved with a bench project for Hermitage Green and asserted that Winwick Parish Council was financially supporting, with our money, the installation of a memorial bench outside houses facing Hermitage Green. This was a wholly inappropriate means of learning about a proposal to place a bench here in Hermitage Green in front of residents' homes. It is insulting that I have not received any information on this as part of what should be a consultation by the Parish Council which is the first tier of local government but which seems less accessible than the MP for the area and the Borough Council. At this stage I am seeking an explanation of why I have not been consulted and provided with the opportunity to comment and raise objections. The proposal is totally unfeasible. I would like a copy of the detailed case put to the Parish Council for the Hermitage Green bench project together with the Council's reasons for providing financial support since I am unable to locate the appropriate documentation.

E-mail from DAL dated 08/09/22

Your email of the 5 September 2022 in response to my email of the 31 August 2022 fails to address the crux of the issue I noted; and instead raises further questions.

You have not responded to my request for an explanation of why I have not been consulted and provided with the opportunity to comment on and raise objections to the Council's decision to support the installation of a bench at Hermitage Green: ("At this stage I am seeking an explanation of why I have not been consulted and provided with the opportunity to comment and raise objections".) If the Council is considering a decision that affects residents it is incumbent on the Council to advise the affected residents and to provide them with the opportunity to respond. I am still seeking an explanation of why the Council failed to advise and consult me as the most affected resident?

You write that “The Council was made aware at its meeting on 26 July 2022 that consultation feedback up to that point had broadly been supportive”. The minutes of this meeting are not available to me but this statement is challengeable. This is not a narrative that accords with my experience: as someone who would be directly affected I was not consulted and I am unaware of anyone in the three houses affected who was. I therefore fail to understand the basis of this statement and would appreciate having sight of any supporting evidence. For the record, I am opposed to a bench being placed near my home, a point I made explicit on August 26 2022.

You state that : “The visit on 26 August 2022 may well have been part of this on-going process” of consultation. This was emphatically not a consultation and was therefore not part of, to my knowledge, a non-existent consultation process. Moreover, how could I be consulted about a proposal about which I had been given no information? It should be noted that there was no contact made with the occupants of numbers 41 and 43 and not all of the occupants of number 39. As I wrote in my email of the 31 August 2022: “two people in Hermitage Green claimed to be involved with a bench project for Hermitage Green and asserted that Winwick Parish Council was financially supporting, with our money, the installation of a memorial bench outside houses facing Hermitage Green. This was a wholly inappropriate means of learning about a proposal to place a bench here in Hermitage Green in front of residents’ homes.”). To reiterate, it was unacceptable through doorstepping to be told assertively that a process had been in train to place a bench in the vicinity of my home without the Council fulfilling its responsibility to inform and engage with me as the major affected party.

In fact the minutes are explicit that the Council’s approval of the support of the bench was “subject to the necessary consultations” with those living in the three houses directly fronting on the Green (minutes of the Annual General Meeting 24 May 2022) and that it is the responsibility of the Officers “to ensure that appropriate consultations have been completed”.

It seems that the person leading this bench project and members of the Council making the decision to support this project do not live in Hermitage Green and appear to be unaware of the many practicalities, regulatory requirements and statutory obligations that are involved. At no stage do these appear to have been addressed by those unaffected by the proposal.

I oppose the placing of a bench in the proximity of my home as inter alia this will inevitably lead to an increase in the anti social behaviour we are increasingly experiencing. I object to the way this has been handled by the Council.

Finally you refer to the bench project in the context of ‘enhancements’ to Hermitage Green. Far from ‘enhancing’, a bench will add clutter to what is a relatively rare area of unspoilt protected green belt in north Warrington.

Objector 3

E-mail from AS dated 19/05/22

It is noted that a proposal for financing a bench at Hermitage Green has been made to Winwick Parish Council. The proposal has been made without any consultation with people who live on the green. The advocates, who do not appear to live in Hermitage Green, also seem to have decided on the design of the bench without any discussion. The proposed design is “inappropriate” and incongruous for this setting.

The green spaces are a protected space and this proposal if implemented will lead to more visual clutter and encourage anti social behaviour to the detriment of the tranquility of this rural scene. Because of the latter there is a statutory obligation for wider consultations.

Clearly no impact study has been undertaken, and there seems to be no acknowledgement of the need to obtain permission from Warrington Borough Council.

As was noted in an earlier email dated 16 May 2022 to the Parish Clerk, the following has been obtained from Warrington Borough Council:

“The (Warrington Borough) Council’s mapping system identifies the grass plots and footpath infrastructure at Hermitage Green as Highway Assets and is owned / managed by Warrington Borough Council.”

It can be assumed this is the reason why Warrington Borough Council has adopted the expensive and extensive responsibilities of maintaining the green spaces at Hermitage Green - including regular mowing, weeding and general management and protection of the area - and dealing with illegal encampments on the green spaces.

Strict procedures will have to be followed when installing any infrastructure to meet stringent health and safety criteria.

The process of siting any infrastructure in the area has not been addressed.

The proposers have made no allowance for a ‘voice’ to be given to those directly affected. Presumably this ‘voice’ will be available through the necessary planning process.

The aim is to use public funds from less affluent areas of the Parish to fund an unnecessary facility in a more affluent area of the Parish using part of a precept raised by 3.6% when people are being compelled to make a choice between food or energy and feeding themselves or their children, and the queues at food banks are lengthening. The optics of this scenario when projected by the media will not look appealing. If the Parish has any spare funds then these should be diverted to help in some way those who in these adverse times, which will only get worse, are in desperate need of relief.

The total cost of the bench and its installation is extravagant in these adverse times particularly when there is already a bench on Golborne Road between Spires Gardens and Hermitage Green.

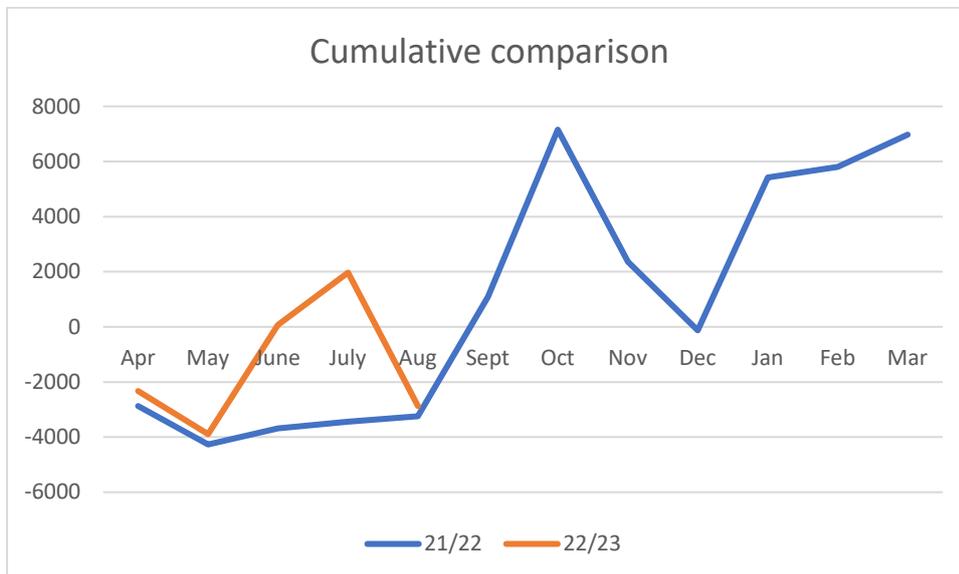
Finance report to Winwick Parish Council Full Council meeting 27th September 2022

In August we have had £15.5k of income through the centre. The centre is showing a £4.8k loss for August, with a year to date loss of £2.9k showing.

Losses are due to the increased electricity bill, emergency repairs (£2.7k) and additional staff cover for the Managers hours (due to emergency medical leave).

We are working to keep additional costs low in order to recoup the year to date loss in September.

Progress is being tracked against the position last year (see plot below).



There has been £7k of expenditure against the precept in Aug, with £42.7k of expenditure on the year to date.

Additional items

- Prices received for refurbishment of benches, as below:

2 x general benches - £560.76

2 x year 2000 benches - £727.96

Quote also received for the bench broken by Beechwood – quote passed along to their representative - £317.66

- Repair to fans in Gents and Ladies toilets completed at prices of £287 and £199 respectively.
Both had blown the motor and this needed to be repaired for health and hygiene reasons. We suspect the chiller has sent a surge through the system and blown these.
- A request has been received for a donation for the upcoming charity night in aid of Alder Hey hospital – organiser has requested a donation of a gallon of beer for a prize in the raffle – at the most expensive drink on tap at the bar this would cost us £33.60 – the organiser will provide a letter from Alder Hey for the meeting.

Payments made since those reported in the management report

Payments Leisure Centre		
19-Sep-22	£435.54	Wigan Beer Co
19-Sep-22	£129.60	Clear Brew
12-Sep-22	£551.60	T &JT Barton
12-Sep-22	£672.96	Wigan Beer Co
06-Sep-22	£287	Star Alarm Service
05-Sep-22	£670.83	Wigan Beer Co
05-Sep-22	£251.36	Water Plus Limited
05-Sep-22	£28	Easyflow
05-Sep-22	£261.07	T &JT Barton
05-Sep-22	£132	Aquila Heating Ltd
Payments Parish		
19-Sep-22	1,906.40	HMRC Cumbernauld
12-Sep-22	£841.56	Chsh. Pension Fund
06-Sep-22	£262.10	MPLC Ltd
Direct debits Leisure Centre		
16-Sep-22	£24.24	BT GROUP PLC
08-Sep-22	1,957.77	SCOTTISHPOWER
07-Sep-22	£245.76	BT GROUP PLC
30-Aug-22	£800	WBC NNDR
Direct debits Parish		
16-Sep-22	£427.48	LLOYDS BANK PLC
15-Sep-22	£21.60	TAKEPAYMENTS LTD
12-Sep-22	£223.99	BARCLAYCARD
07-Sep-22	1,233.12	PUBLIC WORKS LOANS
05-Sep-22	£31.20	XERO UK LTD

Part 2 items:

- 1) Debtors list

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Profit and Loss
Winwick Parish Council
1 April 2022 to 31 Aug 2022

	31 Aug 22	YTD
Income		
210 Room hire income	£3,064.00	£25,719.00
225 Buffet sales income	£0.00	£2,277.00
230 Bar sales income	£9,615.72	£41,341.95
231 Bar snacks income	£236.86	£1,379.49
232 Soft drinks income	£1,742.27	£8,413.52
260 Ticket sales income (Events)	£200.00	£264.50
Bar tea and coffee	£377.80	£2,846.70
Machine income	£155.72	£291.00
Entertainer	£0.00	£170.00
Field income	£175.00	£920.00
LC Bar till discrepancies	-£63.76	-£77.17
Total Income	£15,503.61	£83,545.99
Less Cost of Sales		
bar snacks expenditure	£79.70	£532.89
Beverage supplies (Coffee, milk)	£11.68	£1,450.13
Buffets	£0.00	£1,748.40
Buffets - events	£0.00	£633.58
Entertainer	£0.00	£170.00
Drink purchases (and other bar it	£3,760.87	£16,603.93
LC Direct Wages	£4,223.31	£18,515.26
soft drinks expenditure	£389.97	£2,781.65
Total Cost of Sales	£8,465.53	£42,435.84
Gross Profit	£7,038.08	£41,110.15
Less Operating Expenses		
Bad Debt	£0.00	£200.00
DJ's bouncy castles, etc - events	£0.00	£934.96
LC Bar & Cleaning sundries	£216.00	£1,411.90
LC Bottled Gas	£109.00	£338.50
LC Cleaning	£725.64	£3,348.75
LC consulting	£25.00	£125.00
LC Electricity (Light, Power)	£1,610.83	£4,909.17
LC Equipment	£219.05	£2,586.90
LC Fire extinguishers	£150.00	£405.00
LC Gas (Heating)	£88.20	£1,192.22
LC General Expenses	£0.00	£66.24
LC Landline telephone and Broad	£225.00	£1,248.94
LC Pension costs	£628.71	£2,687.29
Rates	£1,600.00	£4,005.75
LC Repairs & Maintenance	£2,707.00	£5,091.94
LC Trade waste	£249.64	£1,323.08
LC Water and Sewerage	£251.36	£1,241.21
Machine games duty	£51.80	£95.00
Managers salary and NI	£2,250.15	£9,896.26
PAYE Payable	£629.11	£2,572.00
Stocktaking Services	£140.00	£300.00
Total Operating Expenses	£11,876.49	£43,980.11
Net Profit	-£4,838.41	-£2,869.96
Centre reserves		£6,967.91
Balance of reserves		£4,097.95

Profit and Loss
Winwick Parish Council
1 April 2022 to 31 August 2022

	31 Aug 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	£38.79	£236.89
internal audit	£0.00	£1,350.00
cctv	£0.00	£723.00
intruder alarms	£0.00	£140.00
Bank Fees	£290.51	£1,352.75
Clerk's salary	£564.20	£2,821.60
Consulting	£0.00	£1,892.50
Grass cutting	£0.00	£849.97
Grounds Maintenance	£252.50	£902.50
Key holding	£0.00	£72.98
Legal / Licencing Expenses	£218.42	£1,981.90
Litter Pick Costs (Shared)	£767.39	£4,713.31
Loan charges	£0.00	£3,614.42
PAYE Payable	£1,277.29	£5,221.96
Payroll	£225.00	£965.00
Pensions Costs (Empr's contr)	£212.85	£1,064.27
Playground repairs	£0.00	£519.47
Professional fees	£0.00	£779.10
Repairs and maintenance	£221.70	£341.07
RFO Salary (and NI)	£2,735.90	£11,913.18
Subscriptions	£31.20	£156.00
Swan green, winwick park, radley corr	£253.00	£1,148.00
Total Operating Expenses	£7,088.75	£42,759.87
<hr/>		
Net Profit	-£7,088.75	£86,463.13
<hr/>		
Parish reserves		£20,565.09
Balance of reserves		£107,028.22
Bench project fees to be recouped from Millenium Trust	£1,032.76	

Section 3 – External Auditor Report and Certificate 2021/22

In respect of **Winwick Parish Council – CH0219**

1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

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

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor report 2021/22

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

Other matters not affecting our opinion which we draw to the attention of the authority:
None.

3 External auditor certificate 2021/22

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

[Handwritten Signature] SIGNATURE REQUIRED

Date

06/09/2022

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)