

WINWICK

*Best Kept Village
in Cheshire – 2000*

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



PARISH COUNCIL

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19 July 2023

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, 25 July 2023 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. Houghton Green Ward - Election Result**

The Returning Officer for the above election, due to be held on 27 July 2023, has given notice that Lawrence Sheridan was duly elected Parish Councillor for the Houghton Green Ward at an uncontested election.

- 4. Minutes**

To confirm the minutes of the informal Council meeting held on 27 June 2023, and to ratify or amend, as appropriate, the decisions recorded therein.

- 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. Finance Officer's Report**
- 12. Proposed Bench at Hermitage Green**
- 13. Reports from Parish Council Committees**
 - Management Committee – 11 July 2023.
- 14. Reports of Outside Bodies**
 - WBC Parish Council Liaison Committee – 6 July 2023
 - PCC's Town and Parish Council Engagement Meeting – 18 July 2023
 - Winwick Educational Foundation (see Agenda Item 19)
- 15. Ward Reports / Updates**
 - Houghton Green Ward
(Councillors Friend, McGinn, Sheridan and Warnock-Smith)
 - Peel Hall Ward
(Councillors A Abbey, E Abbey and Secker)
 - Winwick Ward
(Councillors Herron, Iddon and Mitchell)
- 16. Date and Time of Next Meeting**
 - Tuesday, 26 September 2023, 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**
- 19. Winwick Educational Foundation - Update**

Winwick Parish Council
Minutes of the Informal Meeting held on 27 June 2023

Present: Councillors C Mitchell (Chair), J Herron and A Iddon.

The meeting was not quorate. However, as members of the public were present, councillors agreed to conduct an informal meeting. Any decisions being proposed would require formal consideration and ratification by the Council at a later date.

WPCI.1 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors G Friend, F McGinn, L Secker and A Warnock-Smith.

WPCI.2 Code of Conduct - Declarations of Interest

There were no declarations of interest submitted on this occasion.

WPCI.3 Minutes

Decision – That the Minutes of the Annual Council Meeting held on 23 May 2023 be agreed and be signed by the Chair as a correct record.

WPCI.4 Updates on Issues from Previous Meetings

Members considered a schedule which outlined actions and referrals from previous meetings of the Council. Most actions were progressing well, 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.

Councillor Herron reported the following:

- Action 2 – A proposed design was circulated for the Ash tree stump carving.

Clare Jones, Operations and Finance Officer reported that the following Action had been completed:

- Action 8 – A consultation event had been arranged to discuss the proposed Hermitage Green bench on 18 July 2023 at 7pm at Winwick Leisure Centre. The event would consider possible locations and any objections. A note would be included in the Parish Newsletter about the meeting and about how else residents could make their views known.

The Clerk reported that a number of Actions had been progressed further since publication of the schedule, including the following:

- Action 13 – The Clerk had written to Warrington Borough Council on 26 June 2023 to highlight the matters raised by residents about lack of availability of

hard copies of planning documents and the equalities issues that might arise from that situation.

- Action 14 – An e-mail had been sent to the Police and Crime Commissioner for Cheshire on 26 June 2023 asking if he would attend a meeting of the Parish Council. A response had been received seeking suggested dates for his attendance. In addition, a PCC/Parish Liaison meeting was due to be arranged shortly.
- Action 15 – It was noted that the resident who had arranged for the tree works by the car park had sadly passed away before the advisory letter could be drafted.
- Action 16 – Councillor Mitchell had now signed the declaration of acceptance of office as Chair of the Council.
- Action 18 – The Clerk had circulated the Millennium Fund trust deed to councillors by email on 26 June 2023.
- Action 19 – The temporary signs on Swan Green had been removed prior to formal permission being notified to the developers.

The Chair reported the following:

- Action 1 – Discussions around the possible 3G pitch at Myddleton Lane Playing Fields were progressing well and councillors had met both with Winwick CE Primary School and the Borough Council's sports pitches officers. Councillors were also due to speak to Sport England shortly. Councillor Iddon asked whether there was an oversupply of 3G pitches in the area, but the Chair confirmed that across the Borough there was a shortage, with all pitches frequently in use simultaneously. A member of the public asked if the 3G pitch would be linked to other improvements planned to the Leisure Centre facilities, and requested that outdoor gym equipment be considered. The Chair confirmed that wider improvements were being considered, but that the 3G pitch was the lynchpin for any wider enhancements. If the 3G pitch bid was not successful, some improvements to the existing playing fields could still be considered.
- Peel Hall Development (Minute WPCI.9 also refers) – Councillors had asked the developers if a public consultation meeting about the Peel Hall housing development could be held at the Leisure Centre. However, the developers, Countryside Partnerships, had declined to arrange a further public meeting. Councillor Herron commented that the Parish Council had not received an invitation to the discussions held about the consultation event venues. The Clerk confirmed that no communication had been received from the developer, other than a forwarded e-mail about the consultation dates identified at Agenda Item 9. Councillor Herron undertook to speak to the developers directly on behalf of the Council and to ask for any consultation materials to be provided to the Parish Council. It was envisaged that Councillor Herron, McGinn and Secker would consider any issues arising

through their membership of the Council's Housing and Development Working Group. It was noted that the MP for Warrington North and ward councillors for the Borough Council had been involved in the consultation planning with Countryside Partnerships, but the developer had not appreciated the separate interest held by the Parish Council.

Decision –

- (1) To note the position regarding updates from previous meetings.
- (2) To approve the Ash tree stump carving design.
- (3) To request the Clerk to contact Countryside Partnerships to ask that the Parish Council be included in any future communications about the Peel Hall development.

WPCI.5 Question Time for Electors

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

Traveller's Rest Stone

A member of the public asked for an update on the traveller's rest stone on Swan Green, which had been dislodged as a result of a car accident.

Response: Ms Jones responded that the stone had not yet been reset. It was hoped to be able to obtain some information from the Police about the accident vehicle during the planned conversations around the smiley-face speed monitor. A second member of the public reminded councillors that the incident could be regarded as a nuisance on the Green for which the payment of compensation could be imposed by a magistrate. The Clerk added that it might be preferable first to explore whether the driver's insurance would meet the cost of any damage.

Planning Consultations

A resident asked if the Parish Council should be consulted directly by developers about any major planning proposal. It was reported that an invitation had been sent to the MP for Warrington North and to certain Borough councillors about the meeting to plan the public consultations regarding the Peel Hall development. The resident expressed disappointment that Winwick Parish Council had not been consulted directly and had not, therefore, sent a corporate response. He also expressed disappointment that the Borough councillors appeared had not to have engaged with the developers at the relevant time and that e-mails had not been forwarded by Borough councillors to the parish Clerk. This had possibly led to the missing of an opportunity to send a substitute to the meeting.

Response: The Clerk commented that there was no duty on developers to consult the Parish Council directly, as the Council was not the planning authority for the area. However, the Parish Council would normally be informed of formal planning applications by the Borough Council and was able to comment on them. The Chair

indicated that Peel Hall was not within her Borough ward boundary and that she had not been a party to the consultation meeting discussions. However, she had subsequently contacted the developer to ask for a consultation event in Winwick. Any e-mails sent from her corporate Borough Council e-mail address, could also be taken as representing the Parish Council's interests. She would have been unaware that Parish Council had received no direct communications from the developer. A second resident indicated his intention to write to the CEO of the housing developer company to stress the importance of consulting with the wider local community given the scale of the development. He intended to include the issue of s106 funding within the letter. A copy would be provided to the Clerk. Councillor Herron requested that the Clerk forward any new information received to the Housing and Development Working Group.

Highways and Traffic Issues Meeting

A member of the public asked whether any feedback had been received following the residents' meeting with Mark Tune, Traffic Management Road Safety and Highway Adoptions Manager, Warrington Borough Council. She asked if the Council would follow up the matter. The resident also mentioned that when taking part on a recent litter pick volunteers had discovered a number of flyers dumped which had asked visitors to the car boot sale not to park irresponsibly. A second resident noted that there had been a meeting on traffic issues in Croft last week, but that Mr Tune had been unable to attend.

Response: The Chair agreed to follow up the request for feedback from Mr Tune.

Radley Common

A member of the public asked whether the housing development on Peel Hall would encroach onto the boundaries of Radley Wood or Radley Common.

Response: The Clerk reported that the Radley Wood and Common were not in the ownership of the Parish Council, but the Council was responsible for the upkeep of the land. The resident noted that, if there was any potential impact on the Common due to the development, the Parish Council should be involved.

Parkside Development

A resident asked if the Parish Council would be consulted in relation to the traffic lights at the main entrance to the Parkside employment development site. He was of the view that the traffic had been chaotic when the temporary traffic lights were in operation and was concerned that this would continue when the permanent traffic signals were installed. A second resident commented that a filter lane had been included in the junction design which ought to alleviate any problems.

Response: Councillor Iddon indicated that it was not known whether the Parish Council would be consulted about the junction, as this development was taking place in St Helens. The Chair commented that the roadworks during construction would not reflect the final traffic flows and that the link road should also help. Councillor Herron was optimistic that the new junction would deliver improvements.

Smiley-Face Speed Monitor

A member of the public asked if any progress had been made regarding the installation of the smiley-face speed monitor. He indicated that the Traffic Monitoring Group might be in a position to expedite this matter. A second member of the public expressed concern about delays, as that the Council had taken receipt of the monitor some time ago.

Response: The Operations and Finance Officer indicated that a meeting had been arranged with PCSO Spruce to discuss installation of the camera, but he had been called away at short notice to deal with another matter. The meeting would be rearranged. Ms Jones confirmed that the monitor had been received in February 2023, but that the cooperation and availability of the police was required to install it.

Beer Festival

A resident commented that he believed that the Beer Festival on 24 June 2023 had made a profit. It was pleasing that the event had passed without incident. The good weather had helped boost numbers. It was likely that a similar event would be held in the future. The organisers were grateful for the support of the Leisure Centre staff and for the use of the Centre's card reader for electronic purchases.

Response: The Chair thanked all who had been involved in arranging and working at the beer festival.

Newton Road/Hollins Lane Junction and Winwick Park Island

A member of the public asked if any further information had been received from St Helens Council about whether junction improvements would take place at the Newton Road/Hollins Lane junction and Winwick Park Island linked to the Parkside planning approval.

Response: The Chair confirmed that she was still awaiting a reply. It was anticipated that the link road would open first.

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

WPCI.6 Written Motions Received

There were no written motions submitted on this occasion.

WPCI.7 Police / Community Issues

Written reports had been received from PCSOs Tony Spruce (Winwick Ward) and Dean Pritchard (Peel Hall/Houghton Green Wards). The details below were read out at the meeting by the Clerk.

Winwick Ward

The main issues in Winwick were the usual car boot sale parking concerns. When PCSO Spruce was on duty this was monitored and any findings passed to the highways authority and local Borough councillor.

A fire had been detected on Winwick Park which, fortunately, was a one-off event and had been swiftly extinguished due to residents reporting it quickly.

There had been a few reports of cold-callers at local addresses and Police had, therefore, arranged for social media posts providing advice.

Theft from motor vehicles had been on the rise in the Winwick Park area. This was believed to be an opportunist thief who repeatedly tried car doors. PCSO Spruce had promoted a 9pm routine to check that vehicles were locked. This simple approach had helped.

The PCSO had also been into Winwick CE Primary School to speak to staff with a few to commencing engagement directly with the children. These talks had proved difficult to arrange in the past.

Peel Hall/Houghton Green Wards

Main issues in this area were caused by off-road bikes being driven dangerously. Police had conducted an operation to combat this, resulting in one bike and one scooter being seized.

A second issue that had arisen again concerned the traveller encampment that had set up on Peel Hall Park. The Borough Council had installed a height barrier in the car park a while ago, but now the travellers were gaining access from the road. A suggestion was to use the planned 'Central 6' planters, which it was understood were not being used due to the cancellation of the project. The planters could be sited between the trees to stop vehicular access.

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

WPCI.8 **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 – 23/05/23(x2), 24/05/23, 25/05/23(x2), 31/05/23, 05/06/23, 06/06/23, 08/06/23 and 15/06/23
2. E-mails and reminders from Jackie Weaver and Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), about a ChALC Board vacancy, various training events; and enclosing bulletins highlighting relevant parish news for the weeks ending 2, 9 and 16 June 2023 – 24/05/23, 26/05/23, 02/06/23, 05/06/23, 09/06/23, 13/06/23, 15/06/23, 16/06/23(x2)

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3. E-mail 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, 25 May 2023 – 23/05/23
4. E-mail from the Freedom Fibre Team about grants of up to £500 to support environmental projects available to non-profit community groups from the Freedom Fund – 24/05/23
5. E-mail from Andrew Dutton, Head of Environment, Liverpool John Lennon Airport, providing a reminder that the deadline for responses to the consultation on the (LJLA) Airspace Change Proposal (ACP) Stage 2 Engagement would be 5pm on 1st June 2023 – 25/05/23
6. E-mail from resident, RW, about a meeting to be held on Saturday 1 July 2023 at Warrington Museum, to attract members of the Public who are interested in joining the Battle of Winwick Society and seeking approval to have notices place in Parish notice boards, in other conspicuous places and on the Parish website – 04/06/23
7. E-mail from John Dwyer, Police and Crime Commissioner for Cheshire, asking for Parish Council assistance in raising awareness amongst residents of criminals collecting waste which led to fly-tipping – 12/06/23
8. Parish Network e-mail from the clerk to Rixton with Glazebrook Parish Council seeking advice about banks providing suitable accounts for parish councils (and various replies received) – 15/06/23
9. E-mails from Kelly Rochell, Cheshire and Warrington Traveller Team, about an unauthorised encampment of caravans at Peel Hall Park, Blackbrook Avenue, subsequent actions taken and confirmation that the group had now left the location – 19/06/23(x2) and 20/06/23
10. E-mail from Colin Balmer, Senior Facilities Maintenance Officer, about a proposed location and cost of a litter bin at Winwick Park Roundabout. (minute WPCI.11 also refers) 19/06/23
11. E-mail from resident, AO, about a large growth of Japanese Knotweed in the grounds of the Swan Pub in Winwick, which might be spreading on to the land of Winwick Leisure Centre and was extremely close to the back gardens of the 5 bungalows which backed on to the land - nos. 2, 4, 6, 8 and 10 Rectory Lane, Winwick. The resident was seeking support and action from the Parish Council – 20/06/23
12. E-mail from resident, EL, requesting that the Parish website be updated following the passing of Councillor Diana Friend and to include the meeting dates for 2023/24. This had now been actioned – 20/06/23
13. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:

- Futurform – Queen Elizabeth II memorial benches
- GeViews – planters
- HAGS – outdoor play equipment
- Kompan – fitness and play equipment
- Proludic – outdoor fitness equipment

In respect of Item 7 – Fly-Tipping, the Chair drew attention to the need for residents to be vigilant about the use of unlicensed waste carriers, which could lead to fly tipping.

In connection with Item 11 – Japanese Knotweed, the Operations and Finance Officer confirmed that she had inspected the land identified by the resident and had sent a photograph of the plant to the contractor who had treated the 2022 outbreak on Radley Common. The contractor had confirmed that the plant was Japanese Knotweed. It was proposed to write to the land owner to advise them of their responsibilities. Councillors Herron and Iddon believed that the land in question was owned by the Premier Inn.

Decision –

- (1) To note the correspondence submitted to the Parish Council.
- (2) To request that the Clerk write to the Premier Inn on Golborne Road, Winwick, to request that they implement control measures in relation to the Japanese Knotweed discovered on land believed to be in their ownership.

WPCI.9 Planning Matters

The following planning matters were reported:

General Correspondence

1. A reminder that the consultation on the Proposed Main Modifications to the Updated Proposed Submission Version Local Plan 2021 – 2038, as recommended by the independent Planning Inspectors, had been carried out between Wednesday 15 March 2023 and Wednesday 26 April 2023.

As some interested parties had failed to receive notification of the consultation, Warrington Borough Council was therefore re-opening the consultation for a further 6 weeks period starting on Wednesday 24 May 2023 until 5.00pm on Wednesday 5 July 2023.

2. Notification from Warrington Borough Council that a further hearing session to specifically deal with the emerging Local Plan's overall employment land requirement under Matter 5 – Economic growth and development was due to take place on Thursday 13 July 2023 starting at 9.30 am, at the Halliwell Jones Stadium, Mike Gregory Way, Warrington, WA2 7NE.

3. Information received from Countryside Partnerships about various consultation events for the Design Code and Masterplan consultation associated with the Peel Hall Development. Details had already been published on the Parish Council website. The publicised events had already taken place, but a further date was planned at the Orford Jubilee Neighbourhood Hub. Details would be posted on the developer's website in due course.

It was suggested that the matter be referred to the Housing and Development Working Group for further consideration.

It also was reaffirmed that the Clerk should be requested to seek the inclusion of the Parish Council in any future consultations by the developer on this matter (Minute WPC1,4(3) also refers).

Domestic Planning Applications

4. Application reference: 2023/00514/FULH - Full Planning - Householder (Householder Development)
Location: 2, Park View Grasmere Avenue, Warrington, WA2 0LF
Proposal: Demolition of the existing detached garage and erection of a new garage adjacent to the house

Non-Domestic Planning Applications

5. Application reference: 2023/00736/ADJA – Adjacent Authority
Location: Land Site of Former Parkside Colliery, Winwick Road, Newton le Willows, St Helens
Proposal: P/2023/0342/RES Reserved matters application seeking access and landscaping for enabling and infrastructure works to facilitate employment development comprising site wide earthworks to create development platforms, details of strategic landscaping (off plot) including bunds, planting, ecological mitigation, drainage and ground works, upgrades to existing substation and details of spine road access and Parkside link road pursuant to outline planning permission P/2018/0048/OUP
6. Application reference: 2023/00735/ADJA – Adjacent Authority
Location: Land Site of Former Parkside Colliery, Winwick Road, Newton le Willows, St Helens
Proposal: P/2023/0341/RES Reserved matters application seeking approval for Access, Appearance, Landscaping, Layout and Scale for the three employment units (B8 with ancillary B1 (a) at plots A,B and C, landscaping works, associated servicing and infrastructure, noise mitigation, car parking, vehicle and pedestrian circulation space including means off access from the PLR, pursuant to outline planning permission P/2018/0048/OUP

Decision – To note the planning matters raised and the comments and responses provided.

WPCI.10 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 2023/24

Members considered a detailed breakdown of profit and loss against the Council's Budget for the year to date for both the Leisure Centre and Parish Council as at 31 May 2023.

In May, £18.5k of income had been received through the Leisure Centre. The Centre was showing a £1.2k profit for May, with a year to date loss of £973. This would produce a £10.3k target for the Leisure Centre to recoup, in order to break even by the end of the year (taking account of operating losses carried forward from 2022/23).

There had been £10.2k of expenditure against the Precept in May. Precept monies had been received from the Borough Council in May.

Additional Items

1) Parish Newsletter

The content for the July newsletter was currently being gathered for approval. Councillor Herron confirmed that the majority of the content was now available, but that he had expected the front page to be led by Councillor Secker with a focus on the Peel Hall ward. In the absence of any additional content he would provide some information for the covering page.

2) End of Year Accounts

The internal auditor's report 2022/23 was provided along with the Finance Officer's responses to their raised points, which were considered to be minor. These related to:

- Treatment of cash and card payments against till z-reads– this could be explained by the cashback facility and cardreader errors, with any differences being captured via a spreadsheet.
- Purchase invoices not being signed prior to suppliers being paid – however, delivery notes were received and crosschecked with invoices.
- Wages postings – these were being treated in accordance with external auditor requirements
- Fixed asset register – the register had been provided, however, depreciation was not recorded in line with the external auditor requirements.

Sections 1 and 2 of the Annual Governance and Accountability Return had been approved at the last meeting and the minute number references, provided recently by Mr Joinson, would be added prior to these documents being sent to the external auditors.

All paperwork was required to be submitted to the external auditors by the 3 July 2023.

3) In Memoriam

A donation had been made to St Rocco's following the collection taken in memory of Councillor Diana Friend.

Payments made since the report prepared for circulation in June 2023 in lieu of a Management Committee meeting

Payments Leisure Centre		
19-Jun-23	£288.00	Aquila Heating Ltd
19-Jun-23	£74.00	Easyflow
19-Jun-23	£1,499.93	T&JT Barton
19-Jun-23	£156.80	C Jones
12-Jun-23	£1,593.66	Wigan Beer Co
Payments Parish		
19-Jun-23	£222.00	Styles
12-Jun-23	£2,895.13	HMRC Cumbernauld
12-Jun-23	£260.00	DL Hannan
12-Jun-23	£2,345.51	Chsh. Pension Fund
Direct debits Leisure Centre		
16-Jun-23	£27.04	BT GROUP PLC
08-Jun-23	£1,254.00	SCOTTISHPOWER
08-Jun-23	£237.17	BT GROUP PLC
Direct debits Parish		
16-Jun-23	£320.25	LLOYDS BANK PLC
15-Jun-23	£21.60	TAKEPAYMENTS LTD
12-Jun-23	£250.18	BARCLAYCARD
06-Jun-23	£33.60	XERO UK LTD

Decision – To note the Finance Officer's update report, including the Budget Review 2023/24, additional items and payments made.

WPCI.11 Winwick Park Roundabout – Proposed Litter Bin

The Clerk reported that Warrington Borough Council had been in touch, in response to the request to provide a litter bin at Winwick Park Estate Roundabout. Photographs were provided of the proposed location and the style of litter bin available. The type of litter bin would be in-keeping with the other litter bins installed at the play areas on Winwick Park.

There would be a charge of £600 for purchase and installation. The proposals assumed that the Parish Council's litter picker would regularly empty the bin.

The views of the Operations and Finance Officer were sought as to the availability of funding. Ms Jones advised that the Council might wish to defer the matter until after the Houghton Green by-election to enable the available funding to be determined.

Decision – To approve the purchase of a litter bin for Winwick Park Roundabout, in principle, but to defer final consideration of this matter until the September meeting.

WPCI.12 Reports from Parish Council Committees

The minutes of the meeting of the Management Committee of 9 May 2023 were provided.

Decision – To note the minutes of the Management Committee of 9 May 2023.

WPCI.13 Ward Reports / Updates

Houghton Green Ward

There were no significant matters to report on this occasion.

Peel Hall Ward

There were no significant matters to report on this occasion.

Winwick Ward

Ms Jones reported that she had obtained confirmation about the necessary fixings required to repair the entrance gates to Myddleton Lane Playing Fields. The fencing would be repainted with Hammarite. The majority of benches were due to be repainted by Councillor Herron and Mr Wharton, Leisure Centre Manager. However, Mr Ulyat was repairing the damaged benches.

Ms Jones would tackle the moss build up at the entrance gates, but this might need to be brushed rather than jet washed, due to the absence of nearby utilities. A professional gardener would be too costly. A member of the public suggested that the volunteer gardening group might wish to undertake this task. A second resident offered the use of his petrol power jet washer, however, a water source was still required.

Councillor Herron reported that an area of the playground flooring by the swings was still loose and protruding upwards. Ms Jones indicated that a contractor had not yet been commissioned for this work.

Councillor Herron also reported that one of the cherry trees had died and need to be felled. Ms Jones added that one tree was overhanging sheltered housing and needed to be cut back. The two issues could be dealt with at the same time.

A member of the public mentioned litter build up on the A49 link road to the M6. Ms Jones reported that the Parish's litter picker was able to pick on one side of the road, but the other side was the responsibility of Warrington Borough Council. A second member of the public commented that the side looked after by the Parish Council was well maintained, but the opposite side was often strewn with bottles containing human waste. The matter had been reported to the Borough Council.

Decision – To note the ward updates provided.

WPCI.14 Date and Time of Next Meeting

Decision – To note the date of the next meeting on Tuesday 25 July 2023.

WPCI.15 Exclusion of the Public (including the Press)

There were no confidential matters to consider. Accordingly, the public was not excluded from the meeting.

WPCI.16 Finance Officer's / Clerk's Report - Confidential Matters






a) Debtors

Ms Jones reported verbally that there were no outstanding debts over 30 days.







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

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WINWICK PARISH COUNCIL – ACTION LIST / REFERRAL LOG 2023/24

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. The Chair and Councillor Herron have 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	-	-	Initial design details circulated and approved (subject to ratification) on 27/06/23. Revised version under discussion to keep costs within agreed limits.	
3	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. The core document has now been prepared, but further work is required to refine those sections where there are local choice options available. A full report will be provided in the near future.	
4	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	-	-	Warrington Borough Council's Audit and Corporate Governance Committee have approved the established of a working group to undertake this work. The terms of reference of the Review have now been agreed. Update reports will be provided from time to time.	
5	To authorise Councillors Herron and Mitchell to continue negotiations with representatives of Winwick CE Primary School on the	WPC.22	24/05/22	Councillor Herron and Mitchell	-	-	On-going	







Agenda Item 5

	basis discussed [<i>car park</i>].							
6	To request the Clerk to provide a report to a future meeting on the implications of Neighbourhood Plans.	WPC.65(2)	27/09/22	Clerk	-	-	Initial research undertaken. A full report will be provided to a future meeting.	
7	To publish an article in the proposed Parish newsletter about the availability of the Leisure Centre as a drop in office space.	WPC.69(3)	27/09/22	Operations and Finance Officer	-	-	Cllr McGinn provided some guidance from CILIP on <i>Setting Up a Warm Space in Your Community</i> . The April 2023 newsletter has now been circulated. This offer could be included in a future autumn/winter edition.	
8	To approve a consultation exercise regarding the preferred option for traffic calming on Myddleton Lane.	WPC.99(2)	22/11/22	Clerk/ Operations and Finance Officer	-	-	Further liaison will be required with WBC and the design consultants about the format and timing of the consultations. A residents meeting on traffic issues was held on 18/04/23	
9	To request that Members and officers routinely look into the opportunities available for partner organisations to engage directly with residents on matters of health, wellbeing and community safety.	WPC.118(3)	24/01/23	All	-	-	On-going.	
10	To note the e-mail dated 18 February 2023 about Winwick Educational Foundation and to request the Clerk to circulate information about its proposals to redistribute its assets.	WPC.148(c)	28/02/23	Clerk	-	-	An update is provided in Part 2 of the Agenda.	
11	To request to Clerk to continue to explore the possibility of an appointment of a Winwick Litter Network	WPC.8(1)	23/05/23	Clerk	-	-	Job description being drafted for discussion with the Network	

Agenda Item 5

	member to the Public Rights of Way Forum.							
12	To request the Clerk to contact Countryside Partnerships to ask that the Parish Council be included in any future communications about the Peel Hall development.	WPCI.4(3)	27/06/23	Clerk	-	-	The Clerk is currently being copied into correspondence between the developer and councillors, but will write to the developers to formalise the arrangement.	
13	To request that the Clerk write to the Premier Inn on Golborne Road, Winwick, to request that they implement control measures in relation to the Japanese Knotweed discovered on land believed to be in their ownership.	WPCI.8(2)	27/06/23	Clerk	-	10/07/23	A letter was sent to the manager of the Premier Inn on 10/07/23	
14	To approve the purchase of a litter bin for Winwick Park Roundabout, in principle, but to defer final consideration of this matter until the September meeting.	WPCI.11	27/06/23	Council	-	-	The election had been uncontested and the charges levied by WBC for the Returning Officer, clerical and stationery costs were £95.88. Accordingly, a decision on the litter bin (£600 for purchase and installation) could now be made, subject to the advice of the Operations and Finance Officer on available resources	

Progress Legend

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

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Winwick Parish Council

Correspondence since 27 June 2023
(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 – 26/06/23, 30/06/23, 03/07/23, 06/07/23, 07/07/23 and 14/07/23
2. E-mails and reminders from Jackie Weaver and Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), about a ChALC Board vacancy, various training events; and enclosing bulletins highlighting relevant parish news for the weeks ending 24 and 30 June and 7 and 14 July – 22/06/23, 23/06/23, 27/06/23, 30/06/23, 07/07/23 and 14/07/23
3. E-mail from Rebecca Lee, Legal Support Officer, Warrington Borough Council, about a Town and Police Clause Act notice in relation to Walking Day on 30 June 2023 – 27/06/23
4. E-mail from the Office of the Police and Crime Commissioner circulating the first edition of the quarterly 'Commissioner's Review' – 27/06/23
5. E-mail from the Office of the Police and Crime Commissioner circulating the PCC's monthly e-newsletter with a roundup of the latest news and including details of other engagement opportunities – 28/06/23
6. E-mails from the Office of the Police and Crime Commissioner about the Commissioners meeting for the Warrington Borough, Town and Parish Councils on Tuesday 18th July from 18:00 – 19:30 – 30/06/23 and 11/07/23
7. E-mail correspondence with the Office of the Police and Crime Commissioner inviting the Commissioner to attend a meeting of Winwick Parish Council. The Commissioner has agreed to attend the Council meeting on 28 November 2023 – 26/06/23, 27/06/23, 10/07/23, 11/07/23, 12/07/23 and 13/07/23
8. Networking e-mail from Helen Buckley, Clerk & RFO, Croft Parish Council, seeking advice about waste services contracts, with various replies received – 03/07/23
9. E-mail from Rebecca Lee, Legal Support Officer, Warrington Borough Council, about a footpath modification order made regarding Public Footpath No. 37 in the Parish of Burtonwood. Objections or representations in respect of the Order must be made before 17th August 2023 – 05/07/23
10. E-mail from resident, EL, about a Member conduct matter at a recent Council meeting and about the recording of attendance and absences of councillors at meetings. A reply was sent on 10 July 2023 – 05/07/23

11. Copy of an email from resident, SM, to Balfour Beatty, about the new junction that joins the new Parkside link road with the A573 'old' Parkside road just past Hermitage Green and raising concerns about how HGVs might seek to use the road network before completion of the Parkside link road and the possible need for some temporary signage – 07/07/23
12. E-mail from the Police and Crime Commissioner, containing the July 2023 Newsletter for Residents – 06/07/23
13. E-mails from Kelly Rochell, Cheshire and Warrington Traveller Team, Cheshire West and Chester Council, about an unauthorised traveller encampment at Unit 6, Bishops Court, Winwick and subsequent confirmation that they have moved on – 13/07/23 and 18/07/23
14. Networking e-mail from Helen Buckley, Clerk & RFO, Croft Parish Council, seeking advice about arrangements for holiday and sickness cover, with various replies received -
15. Reminder e-mail from the Freedom Fibre Team about grants of up to £500 to support environmental projects available to non-profit community groups from the Freedom Fund. The deadline for applications is Friday 21 July 2023 at 5pm – 17/07/23
16. Copy of an e-mail from resident, AO, to Warrington Borough Council, about the Japanese Knotweed on land occupied by the Premier Inn, Winwick and seeking their support due to the risk to properties on Rectory Lane. This matter relates to the item discussed at the informal Parish Council meeting held on 27 June 2023 - 18/07/23
17. E-mails from Kelly Rochell, Cheshire and Warrington Traveller Team, Cheshire West and Chester Council, about an unauthorised encampment of caravans at B&Q Store, Delph Lane – 19/07/23
18. Copy of an e-mail from resident, AO, to PCSO Tony Spruce about anti-social behaviour and littering on wasteland to the side of the Swan Inn and Premier Inn, Winwick, adjacent to the rear of properties on Rectory Lane. The e-mail also refers to the potential for the spread of Japanese Knotweed by those persons accessing the land – 20/07/23
19. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
 - Arien Designs Ltd – notice boards and signs
 - HAGS – outdoor play equipment and space saving street furniture range
 - Kompan – outdoor fitness and play equipment and inspections/repairs
 - Paysource Ltd - inspections/repairs of outdoor play equipment

Up to date as at 20/07/23

Winwick Parish Council

Planning Matters since 27 June 2023

General Correspondence (2)

1. Copy of correspondence between resident, BT, and a senior person at Countryside Partnership's parent organisation, Vistry Group plc, expressing concern about the lack of consultation at the pre-planning stage with residents of Winwick regarding the Peel Hall housing development. The correspondence also identified the Managing Director of Countryside Partnership as an appropriate contact for further communications. Countryside Partnership's acknowledgement to the resident, BT, was also provided.
2. Copies of various items of correspondence between Winwick Parish Councillors and the Head of Partnerships at Countryside Partnership, seeking further engagement with Winwick Parish Council and its residents about the development at Peel Hall. The correspondence has resulted in the immediate provision of display boards for the public at Winwick Leisure Centre and a meeting being planned with councillors to discuss how best to arrange further engagement with the public.

Domestic Planning Applications (1)

3. Application reference: 2023/00870/CLDP - Section 192 Certificate (*for information only*)
Location: 60 Dundee Close, Winwick, Warrington, WA2 0UL
Proposal: Single storey side extension

Non-Domestic Planning Applications (4)

4. Application reference: 2023/00776/ADV - Advertisement Consent
Location: Carshop, Calver Park Road, Winwick, Warrington, WA2 8JH
Proposal: Proposed display of 1 no. non-illuminated billboard sign and 6 no. flag advertisements
5. Application reference: 2023/00868/ADJA - Adjacent Authority
Location: Former Parkside Colliery , Winwick Road, Newton Le Willows, St Helens
Proposal: P/2023/0403/FUL Full application for enabling works to excavate site materials from Parkside former Colliery site (Phase 2 area) and movement of material onto Parkside phase 1 land to enable development to be constructed to agreed platform levels and landforms
6. Application reference: 2023/00822/NMA – Non-Material Amendment (*for information only*)
Location: Land at Peel Hall, Warrington
Proposal: Proposed amendments to previous application 2016/28492 (Mixed use development) to allow for amendments to the trigger of conditions to facilitate preferred phasing plan and changes to access and noise condition

Agenda Item 10

7. Application reference: 2023/00830/DISCON - Discharge of Condition (*for information only*)
Location: Land at Peel Hall, Warrington
Proposal: Discharge of Conditions 8 (Masterplan), 9 (Travel Plan), 10 (Sports Strategy), and partial discharge of Condition 12 (Agronomy Report), and 13 (Public Open Space) on previous application 2016/28492 (Mixed development)

Up to date as at 20/07/23

Finance report to Winwick Parish Council Full Council meeting 25th July 2023

In June we have had £15.4k of income through the centre. The centre is showing a £3.6k loss for June with the year to date at a loss of £4.6k. This puts us with £13.9k to recoup to bring the Centre back to break even by the end of the year.

£3.6k loss comprised of the following:

Approx. £1.8k of low income fees

Approx. £700 of tea and coffee supplies (including disposal cups and paraphernalia) – this usually last a few months (supplies last purchased in March)

Approx. £300 of new benches – to replace damaged ones and ensure the aesthetic on the patio.

£889.34 of boiler repairs – essential works as boiler was likely causing gas bills to be higher than required usage.

There has been £15.4k of expenditure against the precept in June, with £31.5k of the precept used to date.

Community fund – the Real Ale festival put £2309 of funds through our system for the community fund, £1200 of this has been passed back to cover rental of the bar system from 4T's. We currently hold £1109 of community funds money for winwick.org group.

Additional items

None of note

Payments made since those reported in the management report.

Payments Leisure Centre		
17-Jul-23	£2,763.36	T&JT Barton
10-Jul-23	£779.21	Aquila Heating Ltd
10-Jul-23	£853.67	T&JT Barton
Payments Parish		
17-Jul-23	£222.00	Styles
17-Jul-23	£2,320.63	HMRC Cumbernauld
17-Jul-23	£1,554.92	Lee Ulyat
14-Jul-23	£288.58	MPLC Ltd
10-Jul-23	£2,303.40	Chsh. Pension Fund
10-Jul-23	£220.00	DL Hannan
Direct debits Leisure Centre		
17-Jul-23	£27.04	BT GROUP PLC
10-Jul-23	£1,254.00	SCOTTISHPOWER
07-Jul-23	£237.17	BT GROUP PLC
Direct debits Parish		
17-Jul-23	£625.28	LLOYDS BANK PLC
17-Jul-23	£21.60	TAKEPAYMENTS LTD
10-Jul-23	£236.56	BARCLAYCARD
05-Jul-23	£33.60	XERO UK LTD

Part 2 items:

- 1) Debtors list.

Winwick Parish - Management Committee 11 July 2023

Present: Councillors J Herron (Chair), A Iddon and A Warnock-Smith

WPMC 1 Apologies

Apologies for absence were submitted on behalf of Councillor F McGinn.

WPMC 2 Code of Conduct - Declarations of Interest

There were no declarations of interest received.

WPMC 3 Minutes

Decision – That the Minutes of the meeting held on 9 May 2023 be agreed as a correct record.

WPMC 4 Action List

There were no outstanding actions arising from formal decisions recorded in the minutes of previous meetings.

The following verbal updates were provided:

The Operations and Finance Officer, Ms Jones, reported that no further contact had been received from resident, EL, who had initiated the book-swap proposal, to which the Council had agreed.

The Chair reminded all that the flooring was still raised in the area of the swings and needed attention.

Councillor Iddon asked if the bench by the main entrance gates to Myddleton Lane Playing Field was due to be repaired. Ms Jones confirmed that the repair would take place and that the moss in that vicinity had been removed with a hoe. However, the moss had proved to be resilient and would require further attention. Weed/moss killer treatment had not been considered, but it might be possible to use salt.

The Chair indicated that he and Paul Wharton, Leisure Centre Manager, had looked at the repairs need to the playing fields gate, but this required drilling for the new bolt to fit. The weather had delayed the repairs. As soon as the bolt had been fitted, the gate could be stripped down with wire wool and a coat of Hammerite applied.

Ms Jones reported that all 3 of the new benches on the playing field had now been installed. The Chair added that the benches looked good and that the work represented good value for money.

The Chair reported that the initial design for the Ash tree stump carving had come in over budget. Accordingly, a revised design had been negotiated within budget which would omit the shield on the rear of the seat, but would include the Winwick pig and a logo on the front aspect.

Councillor Warnock-Smith asked about the Real Ale Festival. The Chair reported that the event had gone really well with a good mix of people and age groups in attendance. It was highly likely that the organisers and Centre would wish to run this type of event again and the Council would take a more proactive role on the organising committee in future. Councillor Iddon considered that the event might have benefited from live music. Ms Jones commented that a bouncy castle had also been requested. The aim next time would be to coordinate supporting attractions more closely. Income from the event had been good, with gin sales also doing well.

Councillor Warnock-Smith congratulated all, as this had been a first attempt at staging this type of event in recent years. This should work well as an annual event. The Chair added that, as the set-up had taken place on Friday and the clear up had taken place on Monday, future events could possibly span the whole weekend. Members considered the marketing of Friday as a preview night. The Chair considered that more attractions could be provided outside of the Centre, if the weather was good, as it had been on this occasion. Mr Wharton indicated that a recent retirement party had taken place at the Centre which had made use of a hired marquee and generator. This model had been successful, increasing indoor capacity to 200, and could be adopted for future events.

Members noted that the security had not been needed in earnest on this occasion, but that its presence was effective as a deterrent.

The Chair would speak to the organisers to see how much beer was left over. It was estimated that the strong ale had not been as popular as others. Sales had also included gluten free and alcohol free Peroni.

The number of sponsors for the event had also been good

Councillor Iddon commented that the main patio now looked cared for and tidy. Ms Jones responded that two relatively young workers were carrying out the work under the direction of the Council's gardener contractor. It was noted that the new pub bench and table would require varnishing when the weather permitted. The Chair and Centre Manager would also repaint the traditional benches on the playing field when the weather improved.

Decision - To note the verbal updates provided.

WPMC 5 Community and Leisure Centre Update Report

(1) Finance Report

Clare Jones, Operations and Finance Officer, had previously circulated directly to Members a report for information, which showed the financial position at the Leisure Centre for May 2023. The Committee were now provided with a report which showed the financial position at the Leisure Centre for June 2023.

The June report comprised the standard format, which included a monthly profile of anticipated finances based upon the income figures experienced in previous years and the details of actual income received. Targets for 2023/24 had been increased from the 2022/23 levels. Ms Jones highlighted key elements of the report.

Income Information

Key Performance Indicators (Bar Sales)

The annual budget for bar sales for 2023/24 (£135,800) had been broken down over the 12 months period. The relevant percentage and target income for each month was outlined in a table. 2023/24 actual income (also shown) would be assessed against the table provided below.

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Percentage of Total (%)	7.49	7.68	7.81	10.77	9.64	9.97	9.05	8.20	7.54	6.65	8.29	6.90
Budget (£1,000s)	10.17	10.43	10.61	14.63	13.09	13.54	12.29	11.16	10.24	9.03	11.26	9.37
Actual (£1,000s)	11.56	12.30	11.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Bar Takings Monthly

A graph was provided which showed monthly budgeted and actual bar takings as at June 2023, using the profile outlined above. June bar sales were above target by £491.40 (4.63%). However, this was slightly quieter than the performance in May.

Bar Takings Cumulative

A graph was also provided showing the cumulative budgeted and actual bar takings as at June 2023, using the profile outlined above. This put the Centre at £3.7k (12%) ahead of target on the year to date.

The performance in July would be a key indicator of the health of the business and it was important to meet this target, if possible. The income from the retirement party with the marquee, the Carnival, Winwick Athletic FC presentation event and the German Shepherd Weekend should help to boost finances.

Key Performance Indicators (Room Lettings)

As with the bar sales, the room lettings had been analysed and the expected fees for 2023/24 (£60,000), including buffet sales, had been split across the relevant months by percentage. 2023/24 actual income (also shown) would be assessed against the table provided below:-

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Percentage of Total (%)	7.70	11.72	13.69	9.60	5.78	5.30	7.49	10.02	5.02	8.02	7.19	8.47
Budget (£1,000s)	4.62	7.03	8.21	5.76	3.47	3.18	4.49	6.01	3.01	4.81	4.32	5.08
Actual (£1,000s)	4.40	5.89	3.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Room Lettings Monthly

A graph was provided which showed monthly budgeted and actual room lettings income as at June 2023, using the profile outlined above.

The table showed that room hires for June were £3.8k below target (£700 by a straight monthly split).

Room Lettings Cumulative

A further graph was provided showing the cumulative budgeted and actual lettings income as at June 2023, using the profile outlined above. This showed the centre at £5.5k (27.8%) behind the year to date target.

Overall room lettings were underperforming, but when considered as a monthly split this was not yet concerning. It was hoped that further NHS training sessions would resume later in the year. Councillor Iddon suggested that following the pandemic virtual meetings on Zoom, etc. may have impacted adversely on room lettings. Mr Wharton commented that the Together for Adoption group still preferred face to face meetings.

Ms Jones reported that she had spoken to the organisers of the former pre-school about their proposed playgroup venture. The new enterprise would need to demonstrate appropriate insurance arrangements prior to a room letting being agreed. The rate for hire of the room had yet to be determined and it might not be possible to offer any discount. Members noted that there might be significant barriers to entry into the playgroup market, as well as other competition and a shift in parental needs and lifestyles.

Members considered that it might be possible to offer a start-up discount on room hire of £30 per session until Christmas, then a contract rate of £50. It was also suggested that a business viability plan might be needed before any long-term letting arrangements were entered into. However, it was important that the Parish Council was not seen as unnecessarily hindering the development and success of the new venture which would benefit local children and parents.

Key Performance Indicators (Field Income)

Field income had also been analysed and the expected fees for 2023/24 (£6,400.00) had been split across the relevant months by expected percentage. 2023/24 actual income (also shown) would be assessed against the table provided below:-

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Percentage of Total (%)	2.45	0.00	6.26	5.87	3.42	0.00	2.35	1.96	0.98	74.36	0.98	1.37
Feet (£s)	156.8	0.00	400.6	375.7	219.2	0.00	150.3	125.24	62.6	4,759.3	62.6	87.7
Actual (£s)	440.0	492.5	85.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Field Income Monthly

A graph was provided which showed monthly budgeted and actual field lettings income as at June 2023, using the profile outlined above. The field hire was £315.64 below target for this month. This was due to the Majorettes hiring the field in May instead of June.

Field Income Cumulative

A further graph was provided showing the cumulative budgeted and actual field lettings income as at June 2023, using the profile outlined above. This showed the year to date figure above target by £460.06 (82.53%). It was noted that use of the field did appear to be increasing, including the return of Omnifit. The German shepherd weekend and rugby usage were also helping.

Coffee Sales

The coffee morning sales figures were provided. The figures for the month of June showed an average of 4.7 cups per day sold and income of £338.30. This was slightly lower than usual for the month, in part, due to the Majorettes visiting in May.

Additional Income

- Income of £50 had been received for advertising in the parish newsletter, which had helped to offset £160 printing costs.
- The Real Ale Festival had raised £2,019, with £1,200 being returned to the organisers to cover essential costs. The balance was available for the Community Fund.

Additional Items

(a) Schedule of Events 2023/24

The following events were due to take place (or had now taken place) in July:

- Well Living Bus – 6 July 2023
- Mental Health football – 9 July 2023 (*this event had not taken place due to the removal of the goal posts by Warrington Borough Council without first consulting the Leisure Centre*)
- Winwick Carnival – 15 July 2023
- Hermitage Green bench consultation – 18 July 2023
- German Shepherd Show – 29 and 30 July 2023

Attendance for the Well Living Bus had been lower than at the first visit, but had still been considered a success. A third visit was being planned for August. Mr Wharton commented that the organisers needed to staff the event properly in future, as Leisure Centre staff had been called upon unexpectedly to support the above visit at the Council's expense.

The Chair, Councillor Iddon, Ms Jones and Mr Joinson would attend the Hermitage Green bench consultation event on behalf of the Council. The event would commence at 7.00pm.

(b) Boiler Repairs

The urgent repairs had now been completed and should improve energy efficiency.

(c) Grass Reseeding

Bald patches on the playing field surface would be reseeded after the Carnival.

Payments

A list of payments made since those reported at the previous Council meeting was as follows:-

Payments Leisure Centre		
03-Jul-23	£129.60	Clear Brew
03-Jul-23	£294.15	Water Plus Limited
03-Jul-23	£1,179.76	T&JT Barton
03-Jul-23	£37.00	Easyflow
26-Jun-23	£1,059.64	T&JT Barton
26-Jun-23	£118.06	ST Helens MBC
Payments Parish		
27-Jun-23	£1,200.00	Robert Towers
26-Jun-23	£195.00	Gardenia Gardens
26-Jun-23	£1,320.00	Styles
Direct debits Leisure Centre		
30-Jun-23	£863.00	WBC NNDR
26-Jun-23	£205.50	BT GROUP PLC
20-Jun-23	£283.30	BRITISH GAS
20-Jun-23	£438.58	BAGNALL & MORRIS
Direct debits Parish		
30-Jun-23	£77.40	Service Charge
30-Jun-23	£89.40	Handling Charge

Decision –

- (1) To note the update report on the Leisure Centre performance, repairs, additional items and the list of payments.
- (2) To note the financial information circulated to Members outside of the meeting outlining the financial position at the Leisure Centre for May 2023.
- (3) To approve an offer of a start-up discount on room hire of £30 per session for the proposed new play group venture until Christmas 2023, increasing to a rate of £50 thereafter.

WPMC 6 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.

WPMC 7 Community and Leisure Centre Update Report

Debtors

Members considered a report on debtors, both private and public sector. There were no invoices outstanding for over 90 days.

There were a small number of debtors who had invoices in the range 30-89 days outstanding. One debtor would normally settle linked to term time grant funding. The other debtors would be chased up by the Operations and Finance Officer, but usually paid promptly or following a first reminder.

Decision – To note the report on debtors.

WPMC 8 Employee Matters

It was reported that a member of staff was now on maternity leave with the baby due in mid-August. Other bar staff would work extra hours over this period to make up the shortfall. The postholder was not expected to be absent on maternity leave for a prolonged period.

The Leisure Centre Manager reported that some of the younger members of bar staff had developed well during their time working and were now highly valued and dependable members of the Team. In the case of one individual, TH, it was hoped that he would soon commence day time working at the Centre, which included additional responsibilities.