

WINWICK

*Best Kept Village
in Cheshire – 2000*

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



PARISH COUNCIL

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22 November 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, 28 November 2023 at 7.30 pm.

Yours sincerely

Julian Joinson
Clerk to the Parish Council

AGENDA

Part 1

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

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

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

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

- 3. Minutes**

To confirm the minutes of the meeting of the Council held on 24 October 2023.

- 4. Police and Crime Commissioner for Cheshire**

To receive a presentation from John Dwyer, Police and Crime Commissioner for Cheshire, and to provide an opportunity for questions and answers for councillors and the public

5. Notice of Vacancy -Peel Hall Ward

A vacancy has occurred in the Peel Hall ward following the resignation of Councillor Eibh Abbey. As the vacancy occurs within six months before the day on which the that councillor would normally have retired, an election cannot be held and the vacancy will be filled at the next ordinary election on Thursday 2 May 2024. In the interim, the Council may wish to co-opt a qualifying person to serve as a councillor.

6. 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) for some specified reason.

7. Updates on Issues from Previous Meetings

8. Question Time for Electors

9. Written Motions Received

10. Police / Community Issues

11. Correspondence

12. Planning Matters

13. Finance Officer's Report

Note: The Budget Options 2024/25 report will be taken in public session at Item 18 after the private part of the meeting has concluded dealing with any sensitive information in relation to the staff pay award for 2025.

14. Community Governance Review

A report to Warrington Borough Council's Audit and Corporate Governance Committee, which was held on 14 November 2023, is attached. The Committee's recommendations will be put to their Council for approval. Further information is being sought about the likely implementation date of any agreed recommendations, as these may have Budget implications for Winwick.

15. Ward Reports / Updates

- Houghton Green Ward
(Councillors Friend, McGinn, Sheridan and Warnock-Smith)
- Peel Hall Ward
(Councillors A Abbey and Secker)
- Winwick Ward
(Councillors Herron, Iddon and Mitchell)

16. Date and Time of Next Meeting

- Tuesday, 23 January 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

- (a) Debtors
- (b) Staff Pay Increase

Part 1 (Continued)

19. Budget Options 2024/25

Note: No final decision should be taken on the Precept for 2024/25 otherwise than in the public part of the meeting.

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Winwick Parish Council
Minutes of the Meeting held on 24 October 2023

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

WPC.61 Apologies for Absence

There were no apologies for absence submitted.

WPC.62 Code of Conduct - Declarations of Interest

There were no declarations of interest submitted on this occasion.

WPC.63 Minutes

Decision – That the Minutes of the Council Meeting held on 25 July 2023 be agreed and be signed by the Chair as a correct record.

WPC.64 Attendance at Meetings

Members were informed that Councillors A and E Abbey would reach the six months' deadline upon which they would cease to be councillors, due to non-attendance at formal meetings, before the next Council meeting in November. Councillors were asked to consider granting an extension to the period allowed for absence.

Decision –

- (1) To approve an extension to the permitted period of absence of Councillors A and E Abbey from meetings until the Council meeting on 28 November 2023, in accordance with s.85(1) of the Local Government Act 1972, to allow those councillors time to consider their circumstances.
- (2) To request the Clerk to write to Councillors A and E Abbey to let them know of the above deadline.

WPC.65 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.

In respect of Action 1 – 3G Pitch, the Chair reported that she had recently chased up information about the proposed funding streams. The consultants were due to contact the Football Association about grant funding. Mrs Hinkins, Operations and Finance Manager, reminded councillors that it would be prudent not to commit to significant expenditure on this project in 2023/24.

In connection with Action 3 – Community Governance Review, Mr Joinson, Clerk, reported that there was no new information on the Warrington Borough Council website. However, the Working Group's recommendations were due to be reported to the Audit and Corporate Governance Committee on 14 November 2023.

Regarding Item 4 – School Car Park, Councillor Herron reported that negotiations with Winwick CE Primary School had gone quiet. This might be due to the change of headteacher. The Chair commented that she understood that the school were still supportive of the Council's plans regarding the 3G pitch and wider sports developments.

In respect of Action 6 – Warm Hub, Mrs Hinkins, reported that the availability of the Leisure Centre had been included in the latest edition of the Parish Newsletter.

In connection with Action 16 – Lamppost Poppies, Mrs Hinkins reported that she had been unable to source these from the Royal British Legion or on Amazon. The Council's contact at the RBL, Andrew Seddon, might be in a position to identify a suitable supplier. Councillor Friend reported that Poulton-with-Fearnhead Parish Council had been able to obtain a number from Geoff Orange of Longbarn Residents Association. He would let Mrs Hinkins have contact details. Mrs Hinkins reported that £100 had been set aside for the purchase of poppies. A Member of the public indicated that a village resident already had a number of lamppost poppies which could be erected. However, it was noted that the Council's intention had been to provide more.

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

WPC.66 Question Time for Electors

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

Attendance at Meetings

In respect of Minute 64, a resident asked if the 6 months rule could be shortened in the case of co-opted Members. He noted that the Council had been required to co-opt all councillors in the Peel Hall Ward, but that there had been attendance issues. His view was that co-option had not been successful and that some co-optees had little connection to the Parish.

Response: The Clerk reported that, once co-opted onto the Council, Members were subject to the same statutory rules as all other councillors. Co-option was necessary if no candidates stood for election on the normal date of elections, or if no electors called for a by-election following a resignation. The Chair added that just because a councillor did not live in the area, this did not mean that they were not interested in serving the public of that area.

Traveller's Rest Stone

A member of the public asked for an update in relation to the traveller's rest stone which had been moved by a vehicle collision. The resident added that if the stone

was not properly reinstated it could be deregistered as a Grade II listed structure.

Response: Mrs Hinkins reported that the Police would not release details of the accident vehicle's registration number. The Clerk advised that it might be necessary for the Council to go through its own insurers in order for them to pursue the question of ownership and insurance of the accident vehicle. Councillor Friend considered that the Council should complain to the Police about criminal damage.

Christmas Tree

A resident reported on behalf of the Christmas Tree Group that the lights switch-on was due to take place at 4pm on Saturday 2 December 2023. The tree would be erected on 1 December 2023. She added that the group had been disappointed last year that there had been no decorations in place in the Leisure Centre for the after-party. Also, because of the Football World Cup shown in the Millennium Lounge, the Leisure Centre Manager had asked the group not to play Christmas music.

Response: Mrs Hinkins did not believe that the music should have been prevented. However, the question of lack of decorations was more complicated. Because other non-Christmas bookings were made in the Leisure Centre during this period, users frequently specified that they did not want seasonal decorations in the Main Hall. Accordingly, decorations on the Main Hall only went up the day before the main Christmas functions. The Christmas Group could erect festive decorations temporarily, if they so wished. The resident replied that numbers within the group were limited and that this would be an additional burden on them. Councillors suggested that additional volunteers would need to be sought. However, the next newsletter would be too late to seek volunteers for this event. Accordingly, some councillors volunteered to help. Decorations could be put up earlier by the Centre staff in the entrance corridor. It would be advantageous if there were no bookings on Sunday 3 December to allow time to take any decorations down, but the Centre would not refuse a booking on the date.

Police and Crime Commissioner

A resident enquired if the Police and Crime Commissioner (PCC) for Cheshire was still planning to attend the meeting of the Parish Council on 28 November 2023.

Response: The Clerk confirmed that no information to the contrary had been received, but he would seek confirmation of the PCC's intentions shortly.

Millennium Fund

Andy Griffiths, community trustee for the Millennium Fund enquired if a date had yet been set for a meeting of the trustees. He agreed to let the Clerk have his e-mail address.

Response: The Clerk replied that no date had yet been arranged.

Japanese Knotweed and Proposed Fence

A member of the public asked for an update in relation to the Japanese Knotweed and proposed fence between the Premier Inn and Leisure Centre car park.

Response: Mrs Hinkins reported that the outbreak by the Faringdon Road entrance to Myddleton Lane Playing Fields had been treated last month. It was understood that the same contractor had engaged by the Premier Inn for the outbreak on their land, and that this might have been treated at the same time. The Clerk reported that he had not yet written to the Premier Inn to request the erection of a fence to deter access to the sliver of land adjacent to Rectory Lane.

Leisure Centre – Development of Sports Facilities

A resident referred to the questionnaire that had been circulated some time ago to elicit residents' views about the development of additional sports and recreation facilities at the Leisure Centre. She enquired if this might lead to the installation of outdoor fitness equipment. She considered that the survey on social media might not have reached a wide enough audience.

Response: The Chair indicated that only a limited response had been received to the survey, although paper questionnaires had been circulated as well as the social media version. The current proposals around a 3G pitch were part of the same overall plan to develop the Leisure Centre. Once funding had been secured for the initial project it was likely that other monies might follow. The Council itself had only limited funding, so local support would be important in leveraging in other grants.

Litter Picker

Resident Bob Towers, of the Winwick Litter Network, reported that there was growing concern that the Council was not achieving value for money in the use of its litter picker service. The Network had recently filled some 18 bags with litter from Delph Lane. This could often reach 60 bags per month. It was acknowledged that the litter picker did collect these bags. He enquired if a quarterly report of the litter picker's activity could be presented to the Council. A second resident reported that often the Network had to deal with anti-social waste, including bottles of urine, alcohol containers and drug wraps.

Response: Mrs Hinkins reported that she had previously offered to share the scheduled routes with George Melvin, also of the Litter Network. In summary, the litter picker worked in Burtonwood and Westbrook on Mondays, Tuesdays and Wednesday mornings and in Winwick on Wednesday afternoons, Thursdays and Fridays. The route was locally determined by the Operations and Finance Officer. Some of the areas picked were weekly and other were fortnightly. Mrs Hinkins undertook to send the weekly schedule to Mr Towers. Members praised the work of the Litter Network.

Domestic Waste Collection - Strike Action

Bob Towers noted the on-going refuse collection strike in Warrington. He enquired if the strike continued, whether the litter picker could be deployed to collect recyclables (cardboard/paper/glass/cans). The waste could then be brought to the Leisure

Centre if a suitable storage receptacle was provided. It had been noted that 5 fly-tipped bags had been removed recently, but that this was in fact domestic waste which was probably as a result of the strike action.

Response: Councillors considered that this would not be practical solution for a number of reasons including contractual, insurance, unavailability of the depot, working relationships if crossing a picket line and the total amount of waste involved. The provision of a receptacle might be possible, but the cost of the lift would be prohibitive. The Chair agreed to look into what might be possible, but considered that this might not be a live issue by the time of the next meeting.

Smiley-Face Speed Monitor

A resident asked if the smiley-face speed monitor data could be published to deter spending. Another resident commented that other authorities published such data. A third resident noted that a van had been parked in front of the smiley-face obscuring it for a while.

Response: Mrs Hinkins reported that it would be inadvisable to publish the data before the traffic modelling was completed, as this might produce a temporary shift in driver behaviour which could be detrimental to the case for funding of traffic management. The Chair suggested that highways officers and the PCSO be asked to advise on whether the data should be publicised.

Precept

A member of the public commented that other parishes seemed to be able to provide more services from a similar level of precept. A second resident noted that a freeze in precept levels would inhibit spending. He suggested surveying residents about proposed precept levels.

Response: The Chair reminded Members that the Leisure Centre was a significant item of expenditure. This operated differently from the community centre in Burtonwood, which was self-financing. Winwick also needed to be responsive to residents living in the southern wards, who did not necessarily benefit from use of the Leisure Centre and might feel that the Council's activities were focused too much on Winwick village. The Council's activities tended to be more visible in the village. Mrs Hinkins added that when the Leisure Centre was performing well the income generated would fund other parish services. Councillor Iddon confirmed that this had been the norm at one time, but that the situation was currently more difficult. Councillor Friend commented that when the Peel Hall housing development was complete this should generate additional revenue for the Council.

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

WPC.67 Written Motions Received

There were no written motions submitted on this occasion.

WPC.68 Police / Community Issues

Police Issues

A written update had been provided by PCSO Dean Pritchard, in respect of the Peel Hall/Houghton Green Wards, which was summarised by the Clerk. There were on-going issues with parking outside schools in the area and speeding on Blackbrook Avenue. Police had raised concerns about these issues over a long period of time, but the Borough Council had been unable to prioritise them.

Mrs Hinkins reported that PCSO Tony Spruce from the Winwick Ward had recently been deployed to the town centre. However, he had undertaken some work with the Brownies group and Winwick CE Primary School. A resident added that there had been two reports of stalkers in the village over the last two weeks.

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

WPC.69 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 – 28/09/23, 29/09/23, 02/10/23, 06/10/23(x2) and 19/10/23
2. E-mails from Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), enclosing bulletins highlighting relevant parish news for the weeks ending 29 September and 6, 13 and 20 October 2023 – 29/09/23, 06/10/23, 13/10/23, 20/10/23 and 23/10/23
3. 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 – 28/09/23
4. E-mail from resident, DL, clarifying the proposed location of the community bench at Hermitage Green and registering concerns about the proposed Battles monument and the discussion at the last Council meeting linking this to the bench project. A reply had been sent by the Clerk on 11/10/23 – 29/09/23
5. Letter from a relative on behalf of elderly residents living adjacent to Myddleton Lane Playing Fields about overhanging branches and a recent near miss from a falling branch, seeking action to prune the tree. A reply had been sent on 12/10/23, the tree works had been commissioned and the residents had been informed of the likely timescales – 04/10/23
6. E-mail from Adam Kellock, Senior Democratic Services Officer, Warrington Borough Council, about the Polling Districts and Polling Places Review 2023. A link to the consultation was provided – 11/10/23
7. E-mail from Kelly Rochell, Cheshire and Warrington Traveller Team, Cheshire West and Chester Council, about an unauthorised encampment of caravans at

Advanced Water Technology, Winwick. Police had attended to carry out initial assessments, they had decided not to use police powers on this occasion therefore it would be down to the landowner to progress this – 12/10/23

8. E-mail from Jill Ryder-Moore, Funding Coordinator, Families United (a voluntary organisation supporting Warrington's children and young adults with profound, neurodiverse, and learning disabilities), seeking a donation towards one of their Christmas activities - Xmas at The Puddle, Lucem Cinema and the Chester Zoo Lantern Walk – 16/10/23
9. 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, 19 October 2023 – 17/10/23
10. E-mail from Cheshire Fire Authority about the launch of its consultation on its draft 2024-2028 Community Risk Management Plan (CRMP), which was the Authority's blueprint for the next four years and sought to address and mitigate the key fire and rescue risks facing Cheshire. The consultation process would run until 2 January 2024. A link to the fire authority's website was provided – 18/10/23
11. E-mail from the Office of the Police and Crime Commissioner circulating the Commissioner's Review for July-September 2023 – 18/10/23
12. 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
 - geViews – Notice boards
 - HAGS – outdoor play equipment
 - Kompan – outdoor fitness and play equipment
 - Proludic – outdoor play and sports equipment
 - Wefindanylearner – training courses
13. On-line enquiry form from resident, GH, about motorcyclists churning up paths around Hought Green Pool – 19/10/23

In respect of correspondence Item No.5 – Trees, Mrs Hinkins reported that the dead branches had now been removed from two trees and the dead cherry tree had been felled. The Council's gardening contractor, D L Hannon, would attend to the leaning tree by the entrance to the playing fields.

In connection with correspondence Item No.13 – Houghton Green Pool (known as Magic Lake) It was suggested that the details be forwarded to PCSO Spuce. The Clerk reported that the Police had from time to time targeted motorcyclists in this area.

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

WPC.70 Planning Matters

The following planning matters were reported:

General Correspondence

1. E-mail dated 30/09/23 from a resident asking for the Parish Council's assistance in referring a matter to Warrington Borough Council, in connection with a possible breach of planning consent on agricultural land off Golborne Road and a related public rights of way issue regarding a footpath across the land. The matter had been referred to the Borough Council's development control and public rights of way teams on 02/10/23 by the Clerk.
2. E-mail dated 13/10/23 from Renea Cammish, Head of Partnerships, Countryside Partnerships Merseyside & Cheshire West, about 3 new consultation events in connection with the proposed Peel Hall housing development. Events were being held on 18, 19 and 24 October 2023. The event on 24 October would take place at Winwick Leisure Centre between 3pm and 7pm.

Domestic Planning Applications

3. Application No: 2023/01121/FULH - Full Planning - Householder (Householder Development)
Location: 27 Myddleton Lane, Winwick, Warrington, WA2 8LN
Proposal: Single storey side and single storey rear extension
4. Application No: 2023/01147/FULH - Full Planning - Householder (Householder Development)
Location: 21 Golborne Road, Winwick, Warrington, WA2 8SY
Proposal: Part single and part first floor side extension
5. Application No: 2023/01283/FULH: Full Planning - Householder (Householder Development)
Location: 3 The Priory, Winwick, Warrington, WA2 8SB
Proposal: Raise existing gable outrigger projection to form improved attic room space for bedroom space

Non-Domestic Planning Applications

6. Application No: 2023/01013/FUL - Full Planning
Location: Mersey Care NHS Foundation Trust, 12 Birch Avenue, Winwick, Warrington, WA2 9TN
Proposal: Proposed extensions located to the North and East Elevations
7. Application No: 2023/01112/ADV - Advertisement Consent
Location: North West Trucks, Mill Lane, Warrington, WA2 8RJ
Proposal: Retention of signage and proposed totem sign

8. Application No: 2023/01242/DISCON - Discharge of Condition
Location: Land Between A49 Winwick Road To A573 Parkside Road, Including A Proportion of The Former Parkside Colliery With Land, From A573 Parkside Road to A579 Winwick Lane Connecting to M6 Junction 22, Warrington, WA2 8ST
Proposal: Discharge of Condition 9 (Highway Improvement Works) attached to planning permission 2018/32514
9. Application No: 2023/01267/NMA - Non-Material Amendment
Location: Land Between A49 Winwick Road to A573 Parkside Road, Including A Proportion of The Former Parkside Colliery Site. Then Land also from The A573 Parkside Road to A579 Winwick Lane Connecting to M6 Junction 22, Warrington.
Proposal: Proposed extension to drainage swale on previously approved application 2018/32514 (Link Road)
10. Application No: 2023/01266/VARC - Variation of Conditions
Location: Land Between A49 Winwick Road to A573 Parkside Road, Including A Proportion of the Former Parkside Colliery Site. Then Land also from the A573 Parkside Road to A579 Winwick Lane Connecting to M6 Junction 22, Warrington,
Proposal: Proposed variation of Condition 2 (Approved plans) and Condition 15 (Landscaping) on previously approved application 2018/32514 (New Link Road)

Councillors enquired about the detail of the discharge of conditions in relation to Application no. 2023/01242 and variation of conditions in connection with Application no. 2023/01266 Land Between A49 Winwick Road to A573 Parkside Road. No further information was available at the meeting.

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

WPC.71 Finance Officer's Report

Members considered a report of Clare Hinkins, 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 30 September 2023.

In September, £17.4k of income had been received through the Leisure Centre. The Centre was showing a £170.78 profit for September. The year to date loss was £8.6k. This would produce a £18k 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).

The Management Team would endeavour to keep any losses as low as possible.

There had been £10k of expenditure against the precept in September, with £60.8k of the precept used to date. The Council would still need to be cautious with its funds as the Borough Council were likely to bill for grass cutting and the litter picker vehicle hire annually.

Community Fund

The Council was still holding £1,109 of Community Fund money for the winwick.org group.

Additional Items

1) Precept 2024/25

Initial precept figures had been issued separately and, at this stage, would be considered in Part 2, the confidential part of the Agenda.

2) Tree Works

Overhanging trees and removal of dead cherry tree had been considered by officers. The price received from contractor was £750. Expenditure had been agreed via e-mail on 9 October 2023. The contractor had been contacted and works should be undertaken by mid-November.

3) Remembrance Sunday

A donation had been made to the Royal British Legion (RBL). The Operations and Finance Officer had picked up wreaths on 13 October 2023. Wreaths would be laid at the Warrington Cenotaph (Cllr Friend) and at St Oswalds CE Church and by the 'Tommy' silhouette at Swan Green, Winwick (Cllr Mitchell).

4) Playground Repairs

Confirmation had been awaited from the Clerk about whether expenditure had been approved at the last meeting, so that work could be progressed. Subsequently, it had been reported that the expenditure had not yet been agreed. Accordingly, the Council now considered the matter.

5) Christmas Tree Fund Donation

The Council had been asked for the annual Christmas tree donation. The standard contribution was £250 (towards the insurance) and last year the Council had provided an additional £50 to help with the cost of the electricity to light the tree.

Payments made since the report circulated in lieu of a Management Committee meeting in October 2023

Payments Leisure Centre		
16Oct2023	£440.04	Water Plus Limited
16Oct2023	£204.00	D Jakobsen
16Oct2023	£129.60	Clear Brew
16Oct2023	£1,449.76	Wigan Beer Co
12Oct2023	£18.00	Protive security
09Oct2023	£736.92	T&JT Barton
09Oct2023	£111.00	Easyflow
Payments Parish		
16Oct2023	£600.00	Traffic Technology
16Oct2023	£1,884.99	HMRC Cumbernauld
16Oct2023	£2,357.55	Chsh. Pension Fund
12Oct2023	£900.00	Lea Hough & co LLP
10Oct2023	£31.00	HMRC Shipley
10Oct2023	£220.00	DL Hannan
Direct debits Leisure Centre		
16Oct2023	£27.04	BT GROUP PLC
09Oct2023	£1,429.00	SCOTTISHPOWER
09Oct2023	£253.87	BT GROUP PLC
Direct debits Parish		
16Oct2023	£477.86	LLOYDS BANK PLC
16Oct2023	£21.60	TAKEPAYMENTS LTD
10Oct2023	£228.03	BARCLAYCARD
04Oct2023	£36.00	XERO UK LTD

Decision –

- (1) To note the Finance Officer's update report, including the Budget Review 2023/24, additional items and payments made.
- (2) To approve expenditure in the sum of £3,336.00 plus VAT for the repairs to the children's playground surface.
- (3) To approve expenditure in the sum of £300 as a contribution to the community Christmas Tree insurance and electricity costs on the basis described in the report.

WPC.72 Ward Reports / Updates

Houghton Green Ward

Councillor McGinn enquired if the Council might fund some planters on Enfield Park Road. Councillor Iddon commented that some had been provided previously, but these had been destroyed by vandalism. Councillor McGinn noted that there had been a planter at the end of Dundee Close, but this had become overgrown. Councillor Iddon indicated that on-going maintenance was often an issue. The Chair suggested that the Council might instead sow wildflowers. Councillor McGinn expressed concern that wildflowers might be mown by Warrington Borough Council. The Chair indicated that this would not occur if the Council used the Borough Council's wildflower scheme. A discussion had taken place last year about possible provision of wildflowers using this scheme, but the Council had missed the deadline for orders.

Peel Hall Ward

Councillor Secker enquired about the provision of a notice board in Pell Hall. Councillor McGinn responded that there was one notice board in situ outside the Plough pub. Councillor Secker reported that she was trying to raise the profile of the Parish Council within her ward. Mrs Hinkins suggested that the Council might ask the developers of Peel Hall to provide notice boards following construction of the new housing. Councillor Warnock-Smith suggested that Radley Common Community Centre might also be a possible location for a notice board in that area.

It was reported that the map board situated in Peel Hall Park had been covered in graffiti. The Clerk indicated that Peel Hall Park was the responsibility of the Borough Council. Councillor Friend suggest that a photograph should be taken of the damage and sent to the Borough Council.

Winwick Ward

Councillor Herron reported that the new land owner off Golborne Road had undertake work to remove hedges and had obscured the public footpath across the land (Minute WPC.70, Item 1. also refers). The Clerk reiterated that he had written to the Borough Council about the matter. Councillor Herron also reported a missing public footpath sign and overgrown entrance to the route. The Chair asked if a photograph of the footpath entrance could be sent to her for her to follow up the matter.

Decision – To note the ward updates provided.

WPC.73 Date and Time of Next Meeting

Decision – To note the date of the next meeting on Tuesday 28 November 2023. It was anticipated that the Police and Crime Commissioner would attend the meeting.

WPC.74 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.75 Finance Officer's / Clerk's Report - Confidential Matters

(a) Debtors

Ms Jones reported that there were four organisations which had outstanding debts between 30 – 89 days. The debts would be chased up, but it was acknowledged that the debtors were regular customers who were unlikely to default.

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

(b) Staff Pay Award 2024

Members considered a paper which set out proposals for the staff pay award with effect from April 2024, based on the recently announced increase in the Real Living Wage from £10.90 to £12.00 (a 10% increase). The paper suggested a similar percentage uplift for all staff to maintain the pay differential for posts with different levels of responsibility.

The proposal would have implications for the precept, which would need to be increased proportionately.

Decision – To note the implications of the increase in the Real Living Wage with effect from April 2024 and proposals for the staff pay award in 2024.

(c) Precept 2024

Members considered a report which outlined options for the Precept for 2024/25. Models were provided which set out the financial implications, operational issues and consequences for projects, based on increases of 0%, 8.9%, 10%, 12% and 16%.

Members discussed the relative merits of the options provided.

The Chair commented that those residents living in the lowest Council Tax band properties were likely to be eligible for Council Tax Benefit.





Additional costs for the Council anticipated in 2024 included elections, knotweed outbreaks, legal fees and playground resurfacing. Careful management of the Leisure Centre would also be needed, so as not to absorb any increase in the precept to maintain day to day operations. Mrs Hinkins reported that there had been unplanned costs at the Centre in 2023/24 due to maternity leave and sickness absence. It was hoped that these would not recur in 2024/25.

Agenda Item 3







Members requested figures for further options at the next Council meeting based upon a 12.5% and 14% uplift in the precept.

Decision – To note the 2024/25 precept models provided and to request additional models for the next meeting based upon a 12.5% and 14% uplift.







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 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.	
3	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 establishment of a working group to undertake this work. The terms of reference of the Review have been agreed and consultations have taken place. Final proposals are due to be reported to Warrington's Audit and Corporate Governance Committee on 16/11/23 and to its Council on 04/12/23.	
4	To authorise Councillors Herron and Mitchell to continue negotiations with representatives of Winwick CE Primary School on the basis discussed <i>[car park]</i> .	WPC.22	24/05/22	Councillor Herron and Mitchell	-	-	On-going	



Agenda Item 7

5	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.	
6	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> . This offer could be included in a future autumn/winter edition.	
7	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	
8	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. A number of events had been organised, including attendance of the Well-being Bus.	
9	To request to Clerk to continue to explore the possibility of an appointment of a Winwick Litter Network member to the Public Rights of Way Forum.	WPC.8(1)	23/05/23	Clerk	-	-	Job description being drafted for discussion with the Network	
10	To request the Clerk to write to the Premier Inn/Swan Pub to ask if they would be prepared to fence off the access to the strip of land at the southern boundary of their site from the Leisure Centre.	WPC.27(2)	25/07/23	Clerk	-	-	Not yet commenced	







Agenda Item 7

11	To request the Chair to ask Warrington Borough Council about suitable signage to deter HGVs from travelling north along Golborne Road.	WPC.28(2)	25/07/23	Chair	-	-	The Chair may be in a position to provide an update the meeting.	
12	To defer consideration of the proposed litter bin at Winwick Park until the meeting on 24 October 2023.	WPC.45(2)	26/09/23	Clerk	-	-	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	
13	To request that the Clerk write to Warrington Borough Council to set out residents' concerns about the uncertainty over the implementation of the traffic mitigation conditions which were part of the Parkside planning consent and to seek clarification about any proposed action to resolve the situation.	WPC.49(2)	26/09/23	Clerk	-	-	Not yet commenced	
14	To request the Operations and Finance Officer to look into the cost of purchasing a number of large remembrance poppies for lampposts	WPC.50(3)	26/09/23	Operations and Finance Officer	-	-	30 poppies were acquired for 2023, but it is recommended that additional numbers are purchased for 2024 (see Agenda Item 13)	
15	To authorise the Clerk and RFO in consultation with the Chair to consider and agree, as appropriate, the provision of a defective title indemnity policy.	WPC.60(3)	26/09/23	Clerk/ Operations and Finance Officer	-	-	Advice is awaited from the Council's solicitors	
16	To authorise the payment of any necessary fee to HM Land Registry for first registration of the property, or to the Council's solicitors	WPC.60(5)	26/09/23	Operations and Finance Officer	-	-	The fee will be determined based on the valuation report. Further information about payment is awaited from the Council's solicitors	

Agenda Item 7

	for such payment to be made on its behalf, as appropriate.							
17	To request the Clerk to write to Councillors A and E Abbey to let them know of the above deadline.	WPC.64(2)	24/10/23	Clerk	-	-	An e-mail has been sent to Councillor A Abbey on 21/11/23. Councillor E Abbey has resigned wef 07/09/23	
18	To note the 2024/25 precept models provided and to request additional models for the next meeting based upon a 12.5% and 14% uplift.	WPC75(c)	24/10/23	Operations and Finance Officer	-	-	Ddtail are provided at Agenda Item 19	

Progress Legend

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

Version 6.0 - (Final) – 22/11/23

Winwick parish meeting

28th November 2023

Winwick Ward

From a police perspective very few issues to discuss other than usual problems of speeding and Lorries and the added issues of Motorbikes.

Firstly we have a new sgt in place for Warrington West, Sgt Hazel Culleton is currently in place and is settling in well and getting used to the area.

The info from the SID from Myddleton lane highlights that very few drivers travel at below 20 and this is not improving at all.

The lorry and weight issues continue and I have asked roads policing for attention to this however due to timings it is very hard to put an operation together.

Several complaints Delph lane area regarding the off road bikes particularly near to Magic lake and motorways. I have requested Operation scrambler our off road team to look at this but again they have quite a lot of requests for their use at the moment due to restrictions on following the bikes due to the dangers.

We have had a burglary on Myddleton lane offenders look to have been after car keys but nothing was taken from the address and believe the dog has scared them away.

Unfortunately I was away from the area for 6 weeks so have only been back patrolling over past few days.

We had the knife bin out for Op Sceptre our week of action on knife crime and I have carried out school talks to local high schools Sankey, Penketh.

The ASB (Anti-Social Behaviour) reports are extremely low which is really pleasing and crime in general is very low For the area

we are trying to get as many residents to carry out the residents voice surveys as possible this helps us set our priorities for the area and know what is affecting the residents the most

if in anyway you could help us with this that would be really appreciated the link to the survey is accessible via Cheshire police website/ residents voice or if you google Cheshire residents voice survey.

Hope this is ok

Tony

PCSO TONY SPRUCE 20445

Peel Hall/Houghton Green Wards

Ongoing fly tipping in the area at different at numerous locations. This was happening before the bin strikes. Council/housing issue rather than a police issue.

Ongoing issues with scrambler bikes and e scooters however we cannot pursue these at the moment.

Hollie Guard app for phones. Safety app anyone can download if they are ever on their own walking home etc. All the information is on the hollie guard website for those interested.

PCSO DEAN PRITCHARD 23688

Winwick Parish Council

Correspondence since 24 October 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 – 24/10/23, 26/10/23, 01/11/23, 06/11/23(x2) and 10/11/23
2. E-mails from Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), enclosing bulletins highlighting relevant parish news for the weeks ending 27 October, 3, 10 and 17 November 2023 – 26/10/23, 27/10/23, 30/10/23, 03/11/23, 10/11/23, 17/11/23 and 21/11/23
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 Thursdays, 26 October and 16 and 23 November 2023 and a Town Police Clause Notice relating to the Remembrance Sunday Parades taking place on Sunday 12 November 2023 – 24/10/23, 09/11/23, 14/11/23 and 21/11/23
4. E-mail from resident, BT, on behalf of www.winwick.org.uk, which is organising a charity quiz night on 7 December 2023 to support St Rocco's Hospice – 26/10/23
5. E-mail from the Office of the Police and Crime Commissioner enclosing the latest newsletter for residents – 31/10/23
6. E-mail from the Office of the Police and Crime Commissioner advising about a survey of women and girls in Cheshire aged 16 or above about personal safety, crime and their experiences with the police, which will run until midday on Friday 1 December - 02/11/23
7. E-mails from the Office of the Police and Crime Commissioner concerning the PCC's next engagement meeting with the Northern Cheshire Borough, Town and Parish Councils, on Monday 27 November from 6.00pm to 7.30pm at Warrington Town Hall – 08/11/23 and 16/11/23
8. E-mail from Sharon Parker, Democratic Services Manager, Warrington Borough Council, enclosing a public notice in relation to a casual vacancy arising in the Peel Hall ward - 10/11/23
9. E-mail from Cllr Dr David Ellis, Chair of Warrington Climate Emergency Commission, raising awareness of Warrington's Climate Emergency strategy and Climate Emergency Forum 2023, which is a programme of events that runs from Saturday 18 November to Monday 4 December - 13/11/23
10. E-mail from the Office of the Police and Crime Commissioner about an audit of community sport and physical activity provision for vulnerable young people in

Cheshire, who are at risk of exposure to violence and/or exploitation. The survey is due to run until Monday 4 December 2023– 15/11/23

11. E-mail from Lisa McMillan on behalf of Pure Leapfrog and Warrington Borough Council concerning (free) Carbon Literacy Training opportunities in the Warrington area as party of the Climate Emergency Forum 2023 - 17/11/23
12. Telephone call from Lymm resident, V, expressing concern at the loss of open space due to the proposed Peel Hall housing development and seeking contact details for the Battle of Winwick Society – 20/11/23
13. E-mail from resident, DL, providing additional clarification about the preferred location for the community bench at Hermitage Green. The resident also makes a number of observations about the purported levels of support and/or approval for the Battle of Winwick Pass monument, based on evidence recorded in various Council minutes. – 21/11/23
14. 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
 - geViews – Notice boards
 - Funtopia – Children’s festival and entertainment
 - Futurform – outdoor furniture
 - Gigaclear – fibre broadband roll out
 - HAGS – outdoor play equipment
 - Kompan – outdoor fitness and play equipment
 - Proludic – outdoor play and sports equipment
 - Sutcliffe Play – outdoor play equipment
 - Wefindanylearner – training courses

Up to date as at 22/11/23

Winwick Parish Council

Planning Matters since 24 October 2023

General Correspondence (2)

1. Notice of the recommendations of the persons appointed to carry out the independent examination of the Warrington Local Plan (Regulation 25). The receipt and publication of the Inspectors' Report now marks the completion of the Warrington Local Plan 2021/22 – 2038/39 examination. The final stage of the Local Plan process is for the Plan to proceed to Cabinet and then Full Council for adoption
2. E-mail from Kerry Trueman, Programme Officer, about the completion of the independent examination of the Local Plan and requestion completion of a survey by the Planning Inspectorate

Domestic Planning Applications (0)

None

Non-Domestic Planning Applications (1)

3. Application No: 2023/01368/ADJA - Adjacent Authority
Location: Land Between A49 Winwick Road To A573 Parkside Road, Including A Portion of The Former Parkside Colliery Site And Then Land From A573 Parkside Road to A579 Winwick Lane Connecting To M6 Junction 22, ,
Proposal: P/2023/0608/S73 Variation of conditions 2 (Approved plans) and 19 (Landscaping) attached to application P/2018/0249/FUL to allow for changes in landscaping and updated Environmental Statement.
Condition Number(s): 2 and 19 Conditions(s) Removal: Amended landscape proposals to reflect the reserved matters application of Parkside Phase 1

Up to date as at 22/11/23

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Finance report to Winwick Parish Council Full Council meeting 28th November 2023

In Oct we have had £16.3k of income through the centre. The centre is showing a £2.5k loss for October with the year to date at a loss of £11.4k. This puts us beyond recouping enough to bring the Centre back to break even by the end of the year.

There has been £15.5k of expenditure against the precept in October (with 3 quarter grass cutting bills received at once), with £76.4k of the precept used to date. We will still need to be cautious with funds as WBC are likely to bill for Vehicle hire annually.

Community fund – We currently hold £1109 of community funds money for winwick.org group.

Additional items

- Precept figures have been adjusted and are issued seperately.
- Poppies were put out around Winwick however the 30 purchased were not enough to cover the whole parish. It would be advisable to purchase another 50-100 next year to further their reach.
- Playground repairs – are due 17th November – update will be provided at the meeting
- Christmas tree fund donation has been made.
- SIDS summary stats available and issued separately.

Payments made since those reported in the management report.

Payments Leisure Centre		
20Nov202	£72.00	Maxigiene
20Nov202	£129.60	Clear Brew
20Nov202	£44.40	Easyflow
20Nov202	£867.66	T&JT Barton
13Nov202	£14.06	RIJO
13Nov202	£1,138.69	T&JT Barton
Payments Parish		
20Nov202	£195.00	Gardenia Gardens
13Nov202	£1,726.57	HMRC Cumbernauld
13Nov202	£600.00	Protive security
13Nov202	£1,019.96	Warrington BC
13Nov202	£2,839.80	Chsh. Pension Fund
09Nov202	£300.00	Yvonne Clarke
09Nov202	£750.00	Nikolaisen
Direct debits Leisure Centre		
21Nov202	£836.26	BRITISH GAS
20Nov202	£324.24	BAGNALL & MORRIS
16Nov202	£27.04	BT GROUP PLC
08Nov202	£1,429.00	SCOTTISHPOWER
07Nov202	£277.87	BT GROUP PLC
Direct debits Parish		
16Nov202	£458.20	LLOYDS BANK PLC
15Nov202	£1,405.42	HMRC E VAT
15Nov202	£21.60	TAKEPAYMENTS LTD
10Nov202	£224.11	BARCLAYCARD

Part 2 items:

- 1) Debtors list.
- 2) Pay rise paper

WINWICK PARISH COUNCIL

Best Kept Village in Cheshire – 2000



Re: Japanese Knotweed

Following a request from a resident regarding the Knotweed situation on the Premier Inn land which backs onto properties on Rectory Lane I contacted the Treatment Specialists. They were unable to provide specific details but confirmed that they treated the land around the 28th September 2023.

I hope this helps put some minds at rest as to the problem being addressed, but residents are reminded that there is a minimum 3 year treatment programme to kill the Knotweed completely.

Regards

Clare Hinkins
Operations and Finance Officer

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Profit and Loss
Winwick Parish Council
1 April 2023 to 31 October 2023

31 October 23 YTD

Income		
210 Room hire income	£5,530.00	£32,199.54
225 Buffet sales income	£216.50	£837.00
230 Bar sales income	£7,782.84	£61,180.75
231 Bar snacks income	£333.03	£2,695.51
232 Soft drinks income	£1,433.78	£9,794.68
260 Ticket sales income (Events)	£84.00	£177.00
Bar tea and coffee	£869.60	£4,462.30
Machine income	£0.00	£274.80
Entertainer	£0.00	£50.00
Field income	£70.00	£1,912.50
LC Bar till discrepancies	£43.27	£17.96
Total Income	£16,363.02	£113,602.04
Less Cost of Sales		
bar snacks expenditure	£65.54	£1,113.86
Beverage supplies (Coffee, milk)	£36.81	£555.45
Buffets	£204.00	£791.58
Buffets - events	£36.08	£69.83
Entertainer	£0.00	£190.00
Drink purchases (and other bar it	£2,757.67	£24,711.38
LC Direct Wages	£5,456.36	£31,385.42
soft drinks expenditure	£329.60	£3,869.59
Total Cost of Sales	£8,886.06	£62,687.11
Gross Profit	£7,476.96	£50,914.93
Less Operating Expenses		
Bad Debt	£0.00	£0.00
DJ's bouncy castles, etc - events	£120.00	£408.34
LC Bar & Cleaning sundries	£370.19	£2,177.64
LC Bottled Gas	£166.50	£832.50
LC Cleaning	£545.00	£3,048.00
LC consulting	£49.58	£347.06
LC Electricity (Light, Power)	£1,190.83	£7,832.40
LC Equipment	£158.46	£1,513.79
LC Fire extinguishers	£0.00	£560.00
LC Gas (Heating)	£206.55	£2,129.17
LC General Expenses	£0.00	£0.00
LC Landline telephone and Broa	£234.09	£1,884.65
LC Pension costs	£1,269.41	£7,781.22
Rates	£1,726.00	£6,039.25
LC Repairs & Maintenance	£0.00	£1,809.24
tv licence	£0.00	£0.00
LC Trade waste	£269.68	£2,112.16
LC Water and Sewerage	£295.67	£2,180.90
Machine games duty	£0.00	£88.00
Managers salary and NI	£3,007.99	£18,581.23
PAYE Payable	£430.39	£2,733.07
Stocktaking Services	£0.00	£300.00
Total Operating Expenses	£10,040.34	£62,358.62
Net Profit	-£2,563.38	-£11,443.69
Centre reserves		-£9,341.78
Balance of reserves		-£20,785.47

Profit and Loss
Winwick Parish Council
1 April 2023 to 31 October 2023

	31 October 23	ytd
Income		
Litter picker income	£1,800.00	£12,600.00
Advertising	£0.00	£125.00
Precept	£0.00	£129,222.00
Total Income	£1,800.00	£141,947.00
Less Cost of Sales		
Total Cost of Sales	£0.00	£0.00
Gross Profit	£1,800.00	£141,947.00
Less Operating Expenses		
Administration expenses	£104.43	£542.85
advertising	£149.58	£482.56
internal audit	£0.00	£1,450.00
external audit fee	£0.00	£840.00
cctv	£0.00	£393.75
election expenses	£0.00	£95.88
RBL Donation	£0.00	£60.00
xmas tree lights	£0.00	£0.00
intruder alarms	£500.00	£500.00
Bank Fees	£252.63	£1,971.37
Clerk's salary	£999.89	£5,833.03
Consulting	£0.00	£0.00
Grass cutting	£2,549.91	£2,549.91
Grounds Maintenance	£162.50	£1,137.50
Insurance	£0.00	£0.00
Legal / Licencing Expenses	£1,830.87	£2,539.35
Litter Pick Costs (Shared)	£2,016.50	£12,465.30
Litter pick vehicle	£0.00	£0.00
Loan charges	£0.00	£4,642.02
PAYE Payable	-£154.06	£3,003.12
Payroll	£225.00	£1,375.00
Pensions Costs (Empr's contr)	£995.67	£6,158.22
Playground repairs	£0.00	£18.33
Tree maintenance	£750.00	£750.00
Professional fees	£0.00	£750.00
Repairs and maintenance	£750.00	£1,716.95
RFO Salary (and NI)	£3,644.98	£22,663.50
Traffic management	£0.00	£582.47
Japanese Knotweed	£0.00	£900.00
Subscriptions	£43.99	£293.53
Planters	£485.00	£1,065.00
Swan green, winwick park, radley corr	£220.00	£1,620.00
Total Operating Expenses	£15,526.89	£76,399.64
Net Profit	-£13,726.89	£65,547.36
Parish reserves		£26,592.84
Balance of reserves		£92,140.20
Community fund income	£0.00	£2,309.00
Community fund expenditure	£0.00	£1,200.00
Balance	£0.00	£1,109.00

WARRINGTON BOROUGH COUNCIL

AUDIT AND CORPORATE GOVERNANCE COMMITTEE – 14 NOVEMBER

Report of the: Matthew Cumberbatch, Director of Law & Governance

Report Author: Adam Kellock, Senior Democratic Services Officer

Contact Details: **Email Address:** **Telephone:**
akellock@warrington.gov.uk 01925 442144

Ward Members: Winwick, Poulton North and Poulton South

TITLE OF REPORT: COMMUNITY GOVERNANCE REVIEW - POULTON WITH FEARNHEAD AND WINWICK PARISH COUNCILS

1. PURPOSE

1.1 To consider the recommendations from the Community Governance Review Working Group and to make a recommendation to Council.

2. CONFIDENTIAL OR EXEMPT

2.1 This report does not contain confidential or exempt information.

3. INTRODUCTION AND BACKGROUND

Poulton with Fearnhead Parish Council

3.1 Poulton with Fearnhead Parish Council formally submitted a request for a review of its boundaries and electoral arrangements.

3.2 In 2016, the Local Government Boundary Commission for England (LGBCE) carried out a review of the Borough Ward boundaries and as part of the review some alterations to Parish Councils, one of which was to the parish warding arrangements for Poulton with Fearnhead Parish Council. Alterations were made to create four parish wards namely, Blackbrook, Bruche, Longbarn, Fearnhead and Cinnamon Brow and Paddington.

3.3 The Parish Council have not felt that the parish ward names adequately reflect the communities of the Parish but changes made as part of the ward boundary review could not be considered again for a period of five years. That five-year period has now expired.

3.4 Historically the distinct communities of the Parish Council have been considered to be

Blackbrook, Bruche, Cinnamon Brow and Fearnhead and Longbarn and this request seeks to amend the current parish warding arrangements to reflect these distinct communities.

- 3.5 In addition the request seeks to alter the parish boundary with Winwick Parish Council to move the current Houghton Green Ward (polling districts NTE and NTE/1) into Poulton with Fearnhead Parish Council as the residents have no affinity with Winwick Parish Council and the area is generally considered to form part of the Cinnamon Brow community. A map of the Parish Council area is included at Appendix A.

Winwick Parish Council

- 3.6 In addition, a request has also been received from Winwick Parish Council for a review of its electoral arrangements specifically the number of councillors per ward.
- 3.7 The Local Boundary Review referred to in para 3.2 above, also made alterations to Winwick Parish Council and the makeup of the Parish Councillors has in their opinion been left disproportionate across their three Parish Wards.
- 3.8 As the request made by Poulton with Fearnhead Parish Council impacts on Winwick Parish Council in relation to alteration of the Parish Boundary line between the two Parish Councils it seems appropriate to run the Community Governance Reviews together.
- 3.9 Changes such as the formal request received from both Winwick Parish Council and Poulton with Fearnhead Parish Council are within the powers and functions of the Borough Council. Such changes may be made by the Borough Council following undertaking a Community Governance Review (CGR). Legislation in the Local Government and Public Involvement Act 2007 set out the process which a CGR must follow.
- 3.10 A map of the Parish Council area is included at Appendix B.
- 3.11 As part of the CGR process, changes to community governance arrangements that can be considered include:
- Altering the boundaries of existing parishes
 - Changing the names of existing parishes
 - Creating a new parish or abolishing an existing parish
 - The electoral arrangements for parish councils (including the number of councillors and arrangements for parish warding)
 - The grouping or de-grouping of parish council (and consequential changes to their electoral arrangements)
 - The “style” of a parish (enabling an area to be known as a town rather than a parish)

- 3.12 Section 93 of the Act requires the Council to ensure that community governance within the area under review will be:
- Reflective of the identities and interests of the community in that area; and
 - Effective and convenient

Councils should take in to account a number of influential factors including;

- The impact of community governance arrangements on community cohesion;
- The size, population and boundaries of a local community or Parish.

3.13 At the meeting of the Working Group on 15 March 2023, members agreed to carry out the Community Governance Reviews for both parishes and agreed the questions to be put to the public as part of the consultation.

3.14 The Community Governance Review Working Group met on 26 October to consider the responses from the consultation as detailed below.



4. CONSULTATION

4.1 The consultation was open over the summer of 2023 and closed in September 2023 with a total of 23 responses being received for both parish areas as outlined below.



4.2 The majority of respondents were residents of both Poulton-with-Fearnhead and Winwick Parish Council areas with further responses coming from local business owners/managers or local Borough or Parish Councillors.

4.3 The consultation was published on the Council’s website and was publicised via the Council’s social media channels.

Community Governance Review - Poulton with Fearnhead Parish area



4. How best describes how you are responding to this survey? Please select one option.				
Answer Choices			Response Percent	Response Total
1	A local resident who lives in the Poulton with Fearnhead Parish Council area		88.89%	8
2	Local Business owner/Manager in the Poulton with Fearnhead Parish Council area		11.11%	1
3	Local community group in the Poulton with Fearnhead Parish Council area		0.00%	0

4. How best describes how you are responding to this survey? Please select one option.				
4	Local Borough, Town, or Parish Councillor		0.00%	0
5	Other (please specify):		0.00%	0
			answered	9
			skipped	14




5. The parish ward of Houghton Green (Polling Districts NTE/NTE/1) currently sits within Winwick Parish Council. Do you feel that the Houghton Green (Polling Districts NTE/NTE/1) should be moved from Winwick Parish Council to Poulton with Fearnhead Parish Council? warrington.gov.uk/poulton-fearnhead-winwick-CGR Please select one option and use the space provided for comments to support your answer.				
Answer Choices			Response Percent	Response Total
1	Yes		90.00%	9
2	No		10.00%	1
3	Don't know		0.00%	0
			answered	10
			skipped	13
Comments: (3)				
1	27/03/2023 18:46 PM ID: 214011659	We have no benefit from the Council Tax element we pay to the Winwick Parish		
2	28/03/2023 11:45 AM ID: 214063870	I feel more part of poulton		
3	28/03/2023 12:39 PM ID: 214071391	I live in Cinnamon Brow and not Winwick		

6. If you have selected NO to the above question (5) please provide any reasons in the space provided below.				
Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	1
1	29/03/2023 17:15 PM ID: 214217774	Houghton Green is a village as is winwick		
			answered	1
			skipped	22

7. You feel that Houghton Green (Polling Districts NTE/NTE/1) should be moved from Winwick Parish Council to Poulton with Fearnhead Parish Council. Based on your answer do you feel a new parish ward should be formed to include polling districts (NTA/NTE and NTE/1)? Please select one option

Answer Choices			Response Percent	Response Total
1	Yes		66.67%	6
2	No		33.33%	3
3	Don't know		0.00%	0
			answered	9
			skipped	14

8. Do you do you feel this parish should be named Cinnamon Brow Ward? Please select one option and use the space provided for comments


Answer Choices			Response Percent	Response Total
1	Yes		66.67%	4
2	No		16.67%	1
3	Don't know		16.67%	1
			answered	6
			skipped	17

Comments: (2)


1	28/03/2023 11:45 AM ID: 214063870	Its the name of the area where i live
2	28/03/2023 12:39 PM ID: 214071391	Should have our ward and councillors to represent the community

Community Governance Review - Winwick Parish Area



10. How best describes how you are responding to this survey? Please select one option.

Answer Choices			Response Percent	Response Total
1	A local resident who lives in the Winwick Parish Council area		91.67%	11
2	Local Business owner/Manager in the Winwick Parish Council area		0.00%	0

10. How best describes how you are responding to this survey? Please select one option.

3	Local community group in the Winwick Parish Council area		0.00%	0
4	Local Borough, Town or Parish Councillor		8.33%	1
5	Other (please specify):		0.00%	0
			answered	12
			skipped	11

11. The parish ward of Houghton Green (Polling Districts NTE/NTE/1) currently sits within Winwick Parish Council. Do you feel that Houghton Green (Polling Districts NTE/NTE/1) should be moved from Winwick Parish Council to Poulton with Fearnhead Parish Council? Please select one option and use the space provided for comments to support your answer.

Answer Choices		Response Percent	Response Total
1	Yes		91.67%
2	No		8.33%
3	Don't know		0.00%
			answered
			12
			skipped
			11

12. If you have selected NO to the above question provide any reasons in the space provided below.




Answer Choices		Response Percent	Response Total
1	Open-Ended Question	100.00%	1
1	01/04/2023 14:12 PM ID: 214416635	Unclear if this would have any impact or change/improvements in delivery of services locally	
		answered	1
		skipped	22

13. You feel that Houghton Green (Polling Districts NTE/NTE/1) should be moved from Winwick Parish Council to Poulton with Fearnhead Parish Council. Do you agree with the proposal that Winwick Parish Council should retain 10 parish Councillors covering Peel Hall and Winwick Wards?

Answer Choices		Response Percent	Response Total
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Agenda Item 14

13. You feel that Houghton Green (Polling Districts NTE/NTE/1) should be moved from Winwick Parish Council to Poulton with Fearnhead Parish Council. Do you agree with the proposal that Winwick Parish Council should retain 10 parish Councillors covering Peel Hall and Winwick Wards?

1	Yes		36.36%	4
2	No		27.27%	3
3	Don't know		36.36%	4
			answered	11
			skipped	12

14. If you have a preference for the number of parish councillors per ward then please complete the below by entering figures only in the spaces provided.

Item	Average	Min	Max	Std. Deviation	Total Responses
Peel Hall Ward	0.00	0.00	0.00	0.00	0
Winwick Ward	0.00	0.00	0.00	0.00	0
				answered	0
				skipped	23

15. Please let us know if you have a preference for the number of parish councillors for Winwick Parish Council, please provide a reasoning for your answer in the space provided below.

Answer Choices			Response Percent	Response Total
1	Open-Ended Question		100.00%	3
1	27/03/2023 20:49 PM ID: 214019856	No preference		
2	28/03/2023 11:53 AM ID: 214064772	As few as possible, what do these people do for the monies they are paid? Never see or hear from any of them and don't know who they are and have lived in the area for over 30 years, the number should be reduced dramatically to reduce the amount being paid by residents in the council tax.		
3	29/03/2023 10:43 AM ID: 214160675	Councillors should be based on national research guidance figures after removal of areas NTE and NTE/1. Areas NTE, NTE/1 should never have been in Winwick Parish Council, as they are part of Cinnamon Brow (NTA) and all fees charged should be allocated to the appropriate local area. Winwick Council have done nothing for this area in all the years I have lived here, and confusion over local councillors prevails.		
			answered	3

15. Please let us know if you have a preference for the number of parish councillors for Winwick Parish Council, please provide a reasoning for your answer in the space provided below.

skipped

20

5. WORKING GROUP

- 5.1 Members of the working group considered the responses to the consultation against the original requests from the reviews that were submitted and agreed the below:
- 5.2 Polling Districts NTE & NTE/1 which currently make up Houghton Green Ward of Winwick Parish Council be transferred to Poulton-with-Fearnhead Parish Council. There was a clear majority of 90% of respondents supporting this move from the consultation.
- 5.3 That Polling Districts NTE & NTE/1 should form a new parish ward within Poulton-with-Fearnhead Parish Council alongside Polling District NTA, which is already within the parish area. Of the respondents to the consultation 66% were in favour of this.
- 5.4 That the new parish ward made up of Polling Districts NTA, NTE & NTE/1 should be named Cinnamon Brow ward. 66% of respondents were in favour of this and comments outlined those residents felt it was an appropriate name as it reflected the community.
- 5.5 In response to the questions relating to Winwick Parish Council and whether, should Polling Districts NTE & NTE/1 move to Poulton-with-Fearnhead Parish Council, Winwick Parish Council should retain 10 parish Councillors covering Peel Hall and Winwick wards there was no consensus. 36% said yes, 27% said no and 36% didn't know.
- 5.6 A further question was put which allowed respondents to provide their preference for the number of Parish Councillors per ward, but no respondents elected to answer. As a result of this, the working group determined that no change should be made.

6. FINANCIAL CONSIDERATIONS

- 6.1 It is likely that the main cost arising from the Review will arise from the consultation, together with officer time in undertaking the consultation process, analysing the responses, and assisting the working group to formulate recommendations as a result. The costs of the Community Governance Review are required to be met by Warrington Borough Council and is expected to amount to approx. £5000. There is no specific budget for Community Governance Reviews and all costs will be required to be met from reserves.

6.2 Whilst not a formal part of the decision-making process it was noted that the Council Tax for a Band D property in Poulton-with-Fearnhead was £2,061.24 whilst it was £2,107.76 for Winwick Parish Council so residents within NTE & NTE/1 would pay less Council tax following the switch.

7. EQUALITY AND DIVERSITY / EQUALITY IMPACT ASSESSMENT

7.1 All electors and interested parties within Poulton with Fearnhead Parish and Winwick Parish areas and any other affected area will be consulted, and their views considered as part of the consultation process. The Council must have regard to the need to secure that the community governance arrangements for the area reflects the identities and interests of the community in the area and are effective and convenient.

8. REASONS FOR RECOMMENDATIONS

8.1 To meet the requirements of the Local Government and Public Involvement in Health Act 2007 in determining whether to undertake a Community Governance Review upon receipt of a request from a Parish Council.

9. RECOMMENDATIONS

It is recommended by the working group:

9.1 That Polling Districts NTE & NTE/1 be moved from Winwick Parish Council to Poulton-with-Fearnhead Parish Council and be merged with Polling District NTA to form Cinnamon Brow ward.

9.2 That no changes be made with regards to the number of Parish Councillors within Winwick Parish Council.

10. BACKGROUND PAPERS

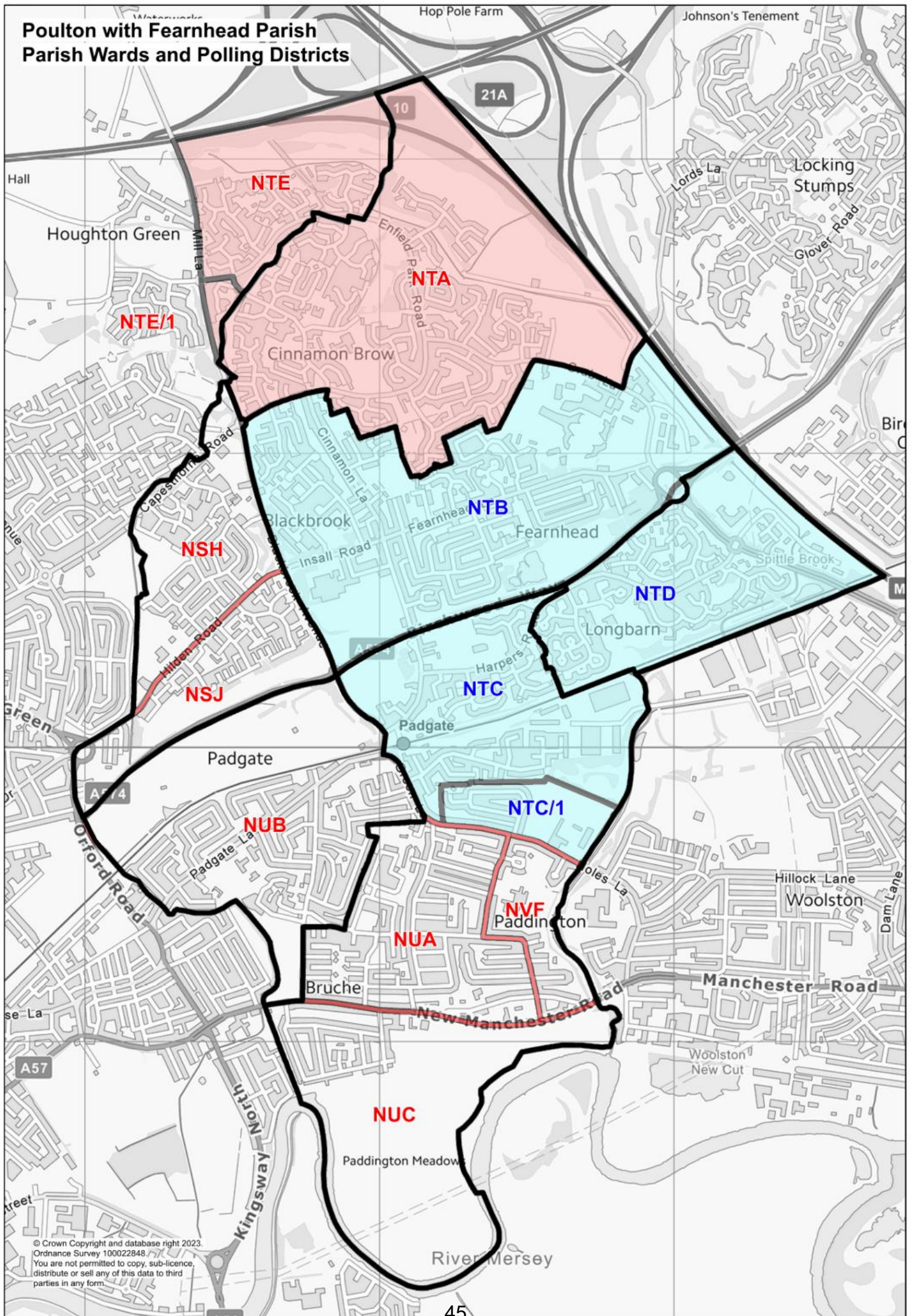
- The Local Government and Public Involvement in Health Act 2007 (Part 4)
- Guidance on Community Governance Reviews issued March 2010
- Request from Poulton with Fearnhead Parish Council dated 25 April 2022
- Request from Winwick Parish Council dated 3 July 2022

Contacts for Background Papers:

Name	E-mail	Telephone
Adam Kellock	akellock@warrington.gov.uk	01925 442144



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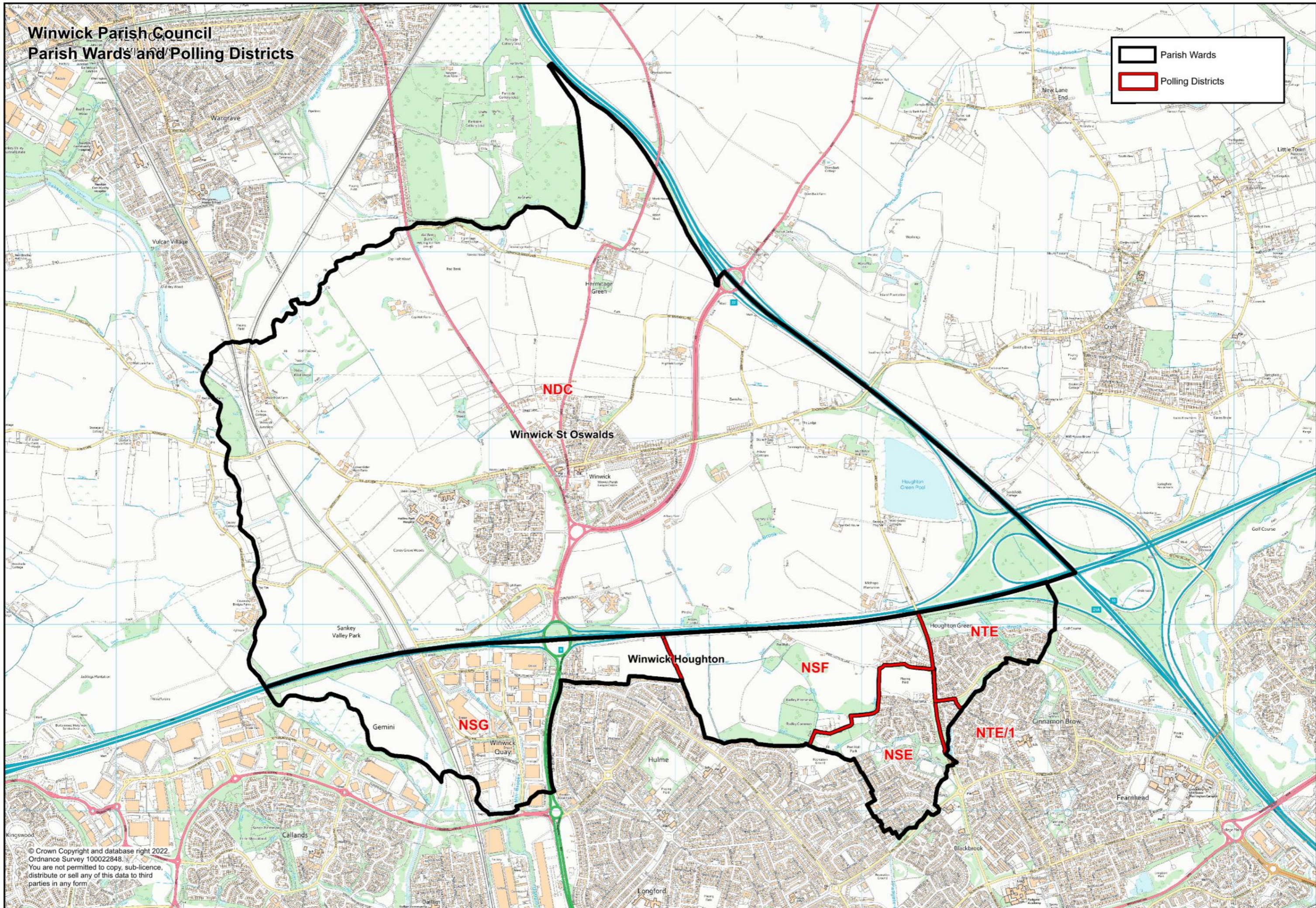
Poulton with Fearnhead Parish Parish Wards and Polling Districts



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Winwick Parish Council Parish Wards and Polling Districts

	Parish Wards
	Polling Districts



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Notes for with Precept models - updated

Following the meeting of 24th October the models provided for consideration cover a 12% increase, a 12.5% increase model, a 14% increase and a 16% increase. This equates to a maximum of £12.05/year increase (at the 16% model due to revised tax base)

Based on previous experience I would recommend the 12% increase on the basis that we have projects that have had to be pushed to accommodate previous years minimal or no increase to the precept. This gives us a little additional monies for unexpected projects (such as the Japanese Knotweed - £900 paid out this year, £750 of surveyors fees and potential £2k of solicitors fees that have come up to date). However, whilst the higher percentage models would be better for the reserves I understand Councillors try their best to keep increases low for the Parishioners.

We also have to consider the election fees that will need to be covered in the coming May. The options are based on the 10% increase in the living wage and include key project budgets:

12% increase – gives us approximately £4k of excess - £9.05/yr increase
(75p/mth)

12.5% increase – gives us approximately £4.5k of excess - £9.43/yr increase
(79p/mth)

14% increase – gives us approximately £6.5k of excess - £10.56/yr increase
(88p/mth)

16% increase – gives us approximately £9k of excess - £12.05/yr increase
(£1/mth)

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**Profit and Loss predictions
Winwick Parish Council**

2023/24 budget Sept 23 ytd Factored budgets 24/25 budgets

	2023/24 budget	Sept 23 ytd	Factored budgets	24/25 budgets
Income				
210 Room hire income	£60,000.00	26669.54	53339.08	56000
225 Buffet sales income	£5,000.00	620.5	1241	1500
230 Bar sales income	£105,000.00	53397.91	106795.82	115000
231 Bar snacks income	£3,500.00	2362.48	4724.96	5500
232 Soft drinks income	£20,000.00	8360.9	16721.8	18000
ticket income	£300.00	93	186	400
Bar tea and coffee	£7,300.00	3592.7	7185.4	7500
Field income	£6,400.00	1842.5	7885	9000
Entertainer/ security	£0.00	50	100	200
Machine income	£600.00	274.8	549.6	0
LC Bar till discrepancies	£0.00	-25.31		0
Total income	£208,100.00	£97,239.02	£198,728.66	£213,100.00
Less Cost of Sales				
bar snacks expenditure	£1,500.00	1048.32	2096.64	2100
Beverage supplies (Coffee, milk etc)	£3,800.00	518.64	1037.28	1100
Drink purchases (and other bar items)	£42,000.00	21953.71	43907.42	44000
Food costs / buffet costs	£3,500.00	587.58	1175.16	1200
entertainer/security	£0.00	190	380	400
LC Direct Wages	£49,878.40	25929.06	51858.12	44928
soft drinks expenditure	£7,200.00	3539.99	7079.98	7200
Total Cost of Sales	£107,878.40	£53,767.30	£107,534.60	£100,928.00
Gross Profit	£100,221.60	£43,471.72	£91,194.06	£112,172.00
Less Operating Expenses				
Bad Debt	£0.00	0	0	0
DJ/ events	£900.00	288.34	638.34	700
LC Bar & Cleaning sundries	£3,400.00	1807.45	3614.9	3400
LC Bottled Gas	£1,200.00	666	1332	1400
LC Cleaning	£5,668.00	2503	5006	6214
LC consulting	£350.00	297.48	594.96	600
LC Electricity (Light, Power)	£14,000.00	6641.57	13283.14	14000
LC Equipment	£2,000.00	1355.33	2710.66	2500
LC Fire extinguishers	£820.00	381	762	820
LC Gas (Heating)	£4,000.00	1922.62	3845.24	4000
LC Landline telephone and Broadband	£3,400.00	1650.56	3301.12	3000
tv licence	£250.00	0	0	250
LC Rates	£9,800.00	4313.25	8626.5	9800
LC Repairs & Maintenance	£5,000.00	1782.52	3565.04	5000
LC Trade waste	£3,500.00	1842.48	3684.96	3500
LC Water and Sewerage	£3,700.00	1885.23	3770.46	4000
Machine games duty	£200.00	88	176	0
Managers salary and NI	£25,026.56	15573.24	31146.48	34444.8
Pensions	£10,000.00	6511.81	13023.62	14000
PAYE Payable	£5,000.00	2302.68	4605.36	5000
Stocktaking Services	£600.00	300	600	600
Total Operating Expenses	£98,814.56	£52,112.56	£104,286.78	£113,228.80
Net Profit	£1,407.04	-£8,640.84	-£13,092.72	-£1,056.80

	rate		
staff costs manager	15.04	16.5578	
bar staff	10.9	12	1.100917
cleaner	10.9	12	

Income/ Expenditure predictions
Winwick Parish Council

				12% increase	12.5% increase	14% increase	16% increase
	Budget 23/24	Sept 23 ytd	Factored budgets	24/25 budget	24/25 budget	24/25 budget	24/25 budget
Income							
Litter picker income	21600	10800	21600	22200	22200	22200	22200
Advertising income	0	150		400	400	400	400
Precept	£129,223.00	129222	129223	144721	145375.87	147314.22	149882
Total Income	£129,223.00	£140,172.00	£150,823.00	£167,321.00	£167,975.87	£169,914.22	£172,482.00
Less Cost of Sales							
Total Cost of Sales	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Gross Profit	£129,223.00	£140,172.00	£150,823.00	£167,321.00	£167,975.87	£169,914.22	£172,482.00
Less Operating Expenses							
Administration expenses	£600.00	438.42	876.84	900	900	900	900
Alarms	£500.00	0	0	500	500	500	500
Advertising & Marketing	£300.00	332.98	665.96	700	700	700	700
Audit & Accountancy fees	£1,500.00	1450	1500	1500	1500	1500	1500
external audit	£800.00	840	840	900	900	900	900
RBL	£210.00	60	60	210	210	210	210
xmas tree	£250.00	0	250	250	250	250	250
Insurance	£2,500.00	0	0	2500	2500	2500	2500
Bank Fees	£2,500.00	1718.74	3437.48	3500	3500	3500	3500
Clerk's salary	£9,999.60	4833.14	9666.28	11008.4	11008.4	11008.4	11008.4
Election expenses	£2,500.00	95.88	191.76	6000	6000	6000	6000
Grass cutting	£3,000.00		0	3500	3500	3500	3500
Grounds Maintenance	£2,100.00	975	1950	2000	2000	2000	2000
cctv	£375.00	393.75	787.5	800	800	800	800
Pension costs	£15,768.48	5162.55	10325.1	16500	16500	16500	16500
Legal / Licencing Expenses	£3,000.00	708.48	1416.96	3000	3000	3000	3000
Litter Pick Costs (Shared)	£20,971.60	10448.8	20897.6	23088	23088	23088	23088
litter pick vehicle	£8,531.98	0	0	8500	8500	8500	8500
Loan charges	£9,700.00	4642.02	9284.04	9300	9300	9300	9300
PAYE Payable	£5,906.81	3157.18	6314.36	7500	7500	7500	7500
play equipment maintenance	£1,500.00	18.33	36.66	1500	1500	1500	1500
Payroll	£2,600.00	1150	2300	2500	2500	2500	2500
hogweed treatment	£1,692.50	900	1892.5	1700	1700	1700	1700
feasibility study	£5,000.00		5000	5000	5000	5000	5000
tree maintenance	£1,000.00		1500	1500	1500	1500	1500
repairs and maintenance	£0.00	1716.95	1716.95	2000	2000	2000	2000
traffic management	£0.00	582.47	582.47	500	500	500	500
RFO Salary (and NI)	£38,188.80	19018.52	38037.04	42036.8	42036.8	42036.8	42036.8
Subscriptions	£450.00	249.54	499.08	500	500	500	500
planters	£950.00	580	1160	1200	1200	1200	1200
Swan green, winwick park, radley com	£2,800.00	1400	2800	2800	2800	2800	2800
Total Operating Expenses	£145,194.77	£60,872.75	£117,438.58	£163,393.20	£163,393.20	£163,393.20	£163,313.20
Balance remaining	-£15,971.77	£79,299.25	£33,384.42	£3,927.80	£4,582.67	£6,521.02	£9,168.80

	Current	12% increase	12.5% increase	14% increase	16% increase
Precept per household	£75.04	£84.09	£84.47	£85.60	£87.09
Per household uplift	£0.00	£9.05	£9.43	£10.56	£12.05
Monthly uplift (12mth payment plan)		£0.75	£0.79	£0.88	£1.00
Precept	£129,223.00	£144,721.00	£145,375.87	£147,314.22	£149,882.00

clerk	19.23	21.1706422		
rfo	18.36	20.21284404		
litter	10.9	12	1.100917431	