

WINWICK

*Best Kept Village
in Cheshire – 2000*

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



PARISH COUNCIL

Clerk to the Council:
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17 April 2024

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, 23 April 2024 at 7.30 pm, or on the rising of the Annual Parish Assembly (whichever is the later). Subject to finalisation of any arrangements, there may be a presentation on solar panels prior to the commencement of the formal meeting.

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 26 March 2024.

- 4. Election of Councillors for 2024/25 to 2027/28**

The elections for Winwick Parish Council in May 2024 were uncontested. Accordingly, the following persons have been elected as councillors for the Parish

Wards indicated below for a four year term, their office commencing on Tuesday 7 May 2024:-

Peel Hall Ward (3)	Winwick Ward (3)
Andy Griffiths (independent)	James Herron (Independent)
Theresa Murray (Independent)	Emma Lavender (Independent)
Margaret Steen (Independent)	Stuart Mann (Independent)

The Council's Houghton Green Ward, including any land, property, rights and liabilities, was transferred to Poulton-with-Fearnhead Parish Council with effect from 1 April 2024 following a Community Governance Review.

The Council is invited to welcome the new councillors to their role and to thank all retiring Members for their service.

- 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. Projects for s.106 Funding - Update**
- 13. Leisure Centre Access Road - Update**
- 14. Ward Reports / Updates**
 - Councillors from the former Houghton Green Ward (Councillors Friend, McGinn, Sheridan and Warnock-Smith)
 - Peel Hall Ward (Councillors Abbey, Griffiths and Secker)
 - Winwick Ward (Councillors Herron, Iddon and Mitchell)
- 15. Date and Time of Next Meeting**
 - Annual Council Meeting, Tuesday 14 May 2024, at 7,00pm
- 16. Chairman to move to Part 2**

Part 2

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Council may, by resolution, exclude the public (and press) from the following part of the meeting on the basis that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution (including the need to receive or consider recommendations or advice from sources other than members, committees or sub-committees) and arising from the nature of that business or of the proceedings.

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

Winwick Parish Council
Minutes of the Meeting held on 26 March 2024

Present: Councillors G Friend (in the Chair), A Griffiths, J Herron, A Iddon, F McGinn and L Sheridan.

In the absence of the Chair and Deputy Chair it was agreed to take Agenda Item 4 first.

WPC.130 Resignation of Chair and On-Going Arrangements until Annual Council Meeting

It was reported that Councillor Mitchell had submitted her resignation as Chair of the Council in the light of an on-going harassment matter which was being pursued in the courts. Members determined not to appoint a new Chair in view of the impending parish council elections.

A nomination was moved and seconded for Councillor Friend to chair the meeting.

Decision To approve the appointment of Councillor Graham Friend as Chair of the meeting.

WPC.131 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors C Mitchell (Chair) and A Warnock-Smith (Deputy Chair).

WPC.132 Code of Conduct - Declarations of Interest

There were no declarations of interest submitted on this occasion.

WPC.133 Minutes

Decision – That the Minutes of the Council Meeting held on 27 February 2024 be agreed and be signed by the Chair as a correct record.

WPC.134 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 at the meeting, would be removed from the schedule when published for the next meeting.

In respect of Action 1 - 3G Pitch, Councillor Herron reported that the business case for s.106 funding was currently being drafted.

In connection with Action 7 – Public Rights of Way, Councillor Griffiths asked if a list of Forum meeting dates was available. The Clerk indicated that details tended to be arranged on an *ad hoc* basis and that Councillor Griffiths' name would be forwarded

to the Public Rights of Way Officer at Warrington Borough Council to be added to the distribution list.

Regrading Action 10 – S.106 Funding, the Clerk confirmed that he had now written to Warrington Borough Council to seek further advice about the process for the submission of bids.

In respect of Action 15 – Police and Crime Commissioner Issues, the Clerk confirmed that he had written to the Commissioner to ask about the timescale for the deployment of calibrated speed monitors and the allocation of area codes. A reply had been received from Sgt Ann Muldowney, who had attended the original liaison meeting, indicating that she had asked the relevant Beat Sergeant for the area – Hazel Culleton to respond.

In connection with Action 15 – Free Portrait of HRH King Charles III, the Clerk confirmed that he was aware of the approaching deadline date and that the matter was in hand.

Regarding Action 16 – Submission of Planning Objection (Peel Hall), the Clerk apologised for an error which had resulted in the planning decision date being mistaken for the final date for objections. A letter had been sent to the Planning Authority with the Council's objections on that date, but this had not been in time to be taken into account when the decision was made.

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

WPC.135 Question Time for Electors

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

Travellers' Rest Stone

A member of the public asked if there was any progress in relation to the resetting of the (Grade II listed) travellers' rest stone at Swan Greed in its proper location following the road traffic accident in May 2023.

Response: The Clerk indicated that the Council might be able to fund the reinstatement directly (finances permitting) or pursue this through its insurers. It would be useful to have a crime or incident number from the Police in order to follow this up with the insurers, as they might then be able to claim from the vehicle owner's insurers. It was acknowledged that the Police would be unable to release personal details of the driver directly to the Council for reasons of data protection, but that the insurers could follow up this matter.

Leisure Centre Access Road

A resident asked if the item on the Leisure Centre Access Road could be moved into Part 1 of the Agenda.

Response: The Clerk responded that this was a matter for the Council to determine.

However, the discussion might include sensitive information about legal negotiations with the owners of the school property. Members considered that it would be more appropriate to report the outcome of its deliberations at the next meeting. The Chair undertook to ensure that a public update was provided at the next meeting

80th Anniversary of D-Day

A resident enquired if the Parish Council was planning any events to commemorate the 80th Anniversary of D-Day. He noted that in Birchwood there was a carnival being held on the closest Sunday and the church was holding a concert on the Friday. He was contemplating holding a street party provided that this did not clash with any Council planned event.

Response: Mrs Hinkins, Operations and Finance Officer indicated that the national celebration was being held on Thursday 6 June. However, experience showed that residents tended to prefer events being held at the weekend. No firm proposal had yet been identified.

Dogs on Myddleton Lane Playing Fields

A resident noted that the signage around the playing field stated that dogs must be on a lead. This rule was mostly not adhered to. In addition, dogs were fouling on the playing fields. A question was raised about the status of and enforcement of bye-laws regarding dogs. A former councillor commented that the issue of bye-laws had been discussed in previous years, but it had not proved practical to take enforcement action. If the perpetrators were known a solicitor's letter could be sent, otherwise an open letter from the Council might cause people to reflect upon and modify their behaviour. A second resident commented that the football teams could withdraw their use of the playing field if they were unhygienic. One suggestion was a fenced off area in which dogs could be exercised. A further resident reported that in response to an enquiry about dog waste bins, officers of Warrington Borough Council had indicated that those who were minded to use the bins were equally likely to take dog faeces home, whereas those who did not pick up waste would continue not to do so even if bins were present.

Response: Councillor Herron reported that the matter had been discussed at the recent Management Committee in response to a letter received by the Council about dog fouling. It was proposed to remind residents in the newsletter not to allow their dogs to foul public areas. Several councillors commented that fouling was an issue in both the Winwick and Peel Hall wards. The Clerk reported that bye-laws largely acted as a deterrent. It would be prudent to take legal advice before seeking to enforce the bye-laws.

Land between Rectory Lane and Premier Inn

A resident enquired about the treatment of knotweed on land to the rear of properties on Rectory Lane.

Response: Mrs Hinkins reported that the hotel had engaged the same contractor used by the Council to treat this plant. Treatment usually took around 3 years to

complete. The Clerk confirmed that he had written to the Premier Inn about fencing off this land. However, they had confirmed that the land was in the ownership of the Swan Pub. Mrs Hinkins confirmed that the knotweed on Myddleton Lane Playing Fields close to the Faringdon Road entrance was currently being treated.

Play Group - Fenced Outdoor Area

A resident noted that the outdoor area used by the play group looked untidy.

Response: Mrs Hinkins confirmed that officers were talking to the play group about this matter.

Decision –

- (1) To request the Clerk to include an update in Part 1 of the Agenda for the next meeting on the Leisure Centre Access Road matter.
- (2) To request the Clerk to circulate a copy of the Myddleton Lane Playing Filed bye-laws to all councillors.

WPC.136 Written Motions Received

There were no written motions submitted on this occasion.

WPC.137 Police / Community Issues

A written update had been provided by PCSO Dean Pritchard, in respect of the Peel Hall/Houghton Green Wards, as follows:

Peel Hall/Houghton Green Wards

There were no major concerns of note in the area. However, in neighbouring Kilsyth Close there had been a theft of motor vehicle early hours of the 24 March. Local properties had been issued with property marking kits. The kits were of the type usually handed out when a burglary had been reported.

PCSO Pritchard was still building intelligence about off road bikes. The Police needed to ascertain who was riding them.

There were no major hot spots for drug dealing, but the Police were aware that dealing did take place.

PCSO Pritchard continued to encourage local people to complete the Residents' Voice survey for Poplars and Hulme, but response rates were low. Residents were reminded that the survey was anonymous, so that people could fill it out to let the Police know what was going on in the area without having to speak to officers directly. For example, residents could provide information about someone dealing drugs or anything else.

Survey results were checked every week and the Police prioritised what action to

take from what people were saying. The survey could be completed as many times as people wished.

Winwick Ward

There was no update from PCSO Roger Stevens in respect of the Winwick Ward on this occasion.

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

WPC.138 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 – 28/02/24(x2), 29/02/24, 05/03/24 and 18/03/24
2. E-mails from Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), enclosing bulletins highlighting relevant parish news for the weeks ending 1, 15 and 22 March 2024 – 01/03/24, 04/03/24, 08/03/24(x2), 13/03/24, 15/03/24, 19/03/24, 20/03/24 and 22/03/24
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, 7 and 14 March 2024 and an emergency 21-day Traffic Notice for Winwick Link Road/Winwick Lane effective from Saturday 16th March 2024 – 05/03/24, 13/03/24 and 14/03/24
4. E-mail from MT on behalf of Warrington District Camera Club, who meet regularly at the Winwick Leisure Centre, enquiring about grants that might be available to the club – 27/02/24
5. E-mail from resident, SM, enquiring about the possibility of acquiring a free portrait of King Charles III for St Oswald CE Church under the Government's scheme – 03/03/24
6. E-mail from Lynne Cook, Solicitor at Taylor Rose MW, acting on behalf of Warrington Church of England Educational Trust, seeking approval to the terms of a licencing agreement for use of the access road to the Leisure Centre. An item on this matter appeared in Part 2 of the Agenda – 05/03/24
7. E-mail from Elis Smits, Local Nature Recovery Strategy Program Officer, Cheshire West and Chester Council, regarding a consultation on the future for wildlife in Cheshire & Warrington – 05/03/24
8. E-mail circular from SP Energy Networks about a Stakeholder Priorities Survey 2024 – 07/03/24

9. E-mail from Steve Hunter, Transport for Warrington Service Manager, clarifying the up-to-date position regarding the traffic mitigation measures approved as part of the Parkside development (Minute 139 refers) – 07/03/24
10. E-mail from Adam Kellock, Senior Democratic Services Officer, Warrington Borough Council, notifying the Council of the relevant Order confirming the changes implemented following the Community Governance Review. A copy of the Order was set out at Agenda Item 13 – 08/03/24
11. E-mail from Caroline Taylor, Electoral Services Officer, Warrington Borough Council, enclosing copies of the Notices of Elections for the two parish wards - 12/03/24
12. Clerks Network E-mail from Sue Emery, Chair Poulton-with-Fearnhead Parish Council, seeking comparative information to inform a recruitment matter – 15/03/24
13. Website enquiry form from resident, WR, seeking information about the Council's expenditure plans for 2024/25 in the light of her Council Tax bill – 18/03/24
14. E-mail from Paul Davies, Senior Associate Solicitor, Stephenson LLP, enquiring if further work was required in relation to the Council's discussions with Winwick CE Primary School about car parking - 20/03/24
15. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
 - Arien Signs Ltd – notice boards and signs
 - Flooring Contracts Ltd – wooden floor renovation
 - Proludic Ltd – outdoor fitness equipment
 - The Parsh Notice Board Company – notice boards
 - Sutcliffe Play – outdoor play equipment
 - Wefindanylearner – training courses

In respect of Item 14 – Legal Advice, Councillor Griffiths noted that it might be necessary to discuss taking legal advice in connection with Agenda Item 20 – Leisure Centre Access Road.

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

WPC.139 Planning Matters

The following planning matters were reported:

General Correspondence

1. E-mail dated 7 March 2024 from Steve Hunter, Warrington Borough Council, in response to a request for clarification about the traffic mitigation measures included in the Parkside planning approvals.

The Clerk provided a summary of the main points covered by the e-mail. In effect, the traffic mitigation measures as part of the initial planning approval for Parkside Phase 1 remain a condition of the approval. This application pre-dated the link road proposals. However, it was anticipated that the developer might seek to vary or remove this planning condition. Warrington Borough Council would be a consultee as highways authority and would consider carefully whether the evidence on traffic flows in the light of the link road supported any variation to the original proposals. This was particularly important as the Golborne Road and Peel Hall developments referenced the various junction improvements.

Residents and councillors considered that it would be prudent to keep an eye on this matter. Other developments in the area, such as at Mill Lane, would also have implications for increased traffic.

Domestic Planning Applications

2. Application No: 2024/00339/FULH - Full Planning - Householder (Householder Development)
Location: 46 Faringdon Road, Winwick, Warrington, WA2 8NE
Proposal: Demolition of detached single garage, construction of detached single garage. Resubmission of 2023/01484/FULH reduced to single width

Non-Domestic Planning Applications

3. Application No: 2024/00237/NMA - Non-Material Amendment
Location: Land At Peel Hall; Land South Of M62 Bounded By Elm Road, Birch Avenue, Poplars Avenue, Newhaven Road, Windermere Avenue, Grasmere Avenue, Merewood Close, Osprey Close, Lockerbie Close, Ballater Drive And Mill Lane, Warrington,
Proposal: Proposed amendment to the wording of Condition 27 (Fencing) on previously approved application 2016/28492 (Mixed use development) to allow for Heras fencing to be used
4. Application No: 2024/00161/FULM - Full Planning (Major) – Amendments now received
Location: Next, Next Calver Park Road, Winwick, Warrington, WA2 8RB
Proposal: Provision of additional car parking spaces and formation of new HGV and car park access
5. Application No: 2024/00262/TPO – Tree Preservation Order
Location: MerseyCare NHS Foundation Trust, Hollins Park Hospital Hollins Lane, Winwick, Warrington, WA2 8WA
Proposal: Proposed fell of x5 trees
6. Application No: 2024/00295/DISCON - Discharge of Condition
Location: Vacant Land at The End of Mill Lane Houghton Green, Warrington, WA2 0SU

Proposal: Discharge of condition 8 (Electric vehicle charging points) , Condition 9 (Cycle parking), Condition 12 (Acoustics) and Condition 28 (works within easement) on previously approved application 2021/39462 (Residential development)

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

WPC.140 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 29 February 2023.

In February, £17.2k of income had been received through the Leisure Centre. The Centre was showing a £924.41 loss for February. The year to date loss was £20.3k. Following a review of expected expenditure and income to 17 March 2024, projected to the year end (including room hire worked out from the bookings diary) the anticipated total loss for the year 2023/24 would be £27.2. This was a result of particularly difficult trading conditions in 2023/24.

Councillor Iddon enquired if the above was a worsening of the financial position from 2022/23. Mrs Hinkins confirmed that the current year had returned a larger deficit.

There had been £8.3k of expenditure against the precept in February, with £131k of the precept used to date.

Additional Items

1) S.106 Finding Options

Quotes had been requested for the following:

- Renovation and improvements to the play areas, including the addition of 3 pieces of adult exercise equipment;
- Retrofitting the shower rooms.

Responses were awaited on both projects. Councillor Herron reported that he was due to meet a contractor next week to discuss the possible installation of solar panels. This could be tied into the shower project to provide an environmentally sustainable solution. Mrs Hinkins noted that even if the s.106 bids were unsuccessful the Council would have a sound understanding of the cost of potential future projects.

A more comprehensive discussion on s.106 projects would be held at Agenda Item 12.

2) Tasks and Projects

Mrs Hinkins circulated a programme of key tasks that were scheduled for action in 2024/25. A list of minor works projects was also provided.

Councillor Iddon noted that many of the items were assigned to Mrs Hinkins and asked if these should all be her responsibility. Mrs Hinkins responded that these tasks were within her 'operations' role. A member of the public asked if the Community Payback scheme could assist with some of the tasks. However, it was considered that there would be additional management time in relation to supervising Community Payback activity. The Council's ability to undertake many of the projects would be linked to its success at bringing the Leisure Centre back into profit.

Payments made since the report to the Management Committee meeting on 12 March 2024

Payments Leisure Centre		
12Mar2024	£44.40	Easyflow
11Mar2024	£280.62	Water Plus Limited
11Mar2024	£907.78	T&JT Barton
05Mar2024	£2,115.23	Nash Home Builders
Payments Parish		
18Mar2024	£2,326.41	HMRC Cumbernauld
Direct Debits Leisure Centre		
18Mar2024	£27.04	BT GROUP PLC
11Mar2024	£253.87	BT GROUP PLC
08Mar2024	£1,545.66	SCOTTISHPOWER
Direct Debits Parish		
18Mar2024	£860.81	LLOYDS BANK PLC
15Mar2024	£21.60	TAKEPAYMENTS LTD
11Mar2024	£141.89	BARCLAYCARD
07Mar2024	£1,233.12	PUBLIC WORKS LOANS
06Mar2024	£36.00	XERO UK LTD

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

WPC.141 Projects for s.106 Funding – Update

Councillor Herron reported that he had received some costings from Paul McMahon from Winwick Athletic FC, about the proposed pitch improvements. Mrs Hinkins

would work up the figures into a business case.

The Chair considered that councillors would have a better idea of the detail of the projects next month.

Councillor Griffiths asked if the leisure survey results were available as these could be used to set out the business case for adult outdoor fitness equipment. Mrs Hinkins reported that the survey had only received a very small number of responses. Nevertheless, adult fitness equipment, accessible equipment (such as a hand bike), new floor surfacing and a running track were all potential ideas.

Decision –

- (1) To note the update on possible s106 projects.
- (2) To request the Clerk to write to the Golborne Road developers to advise them of the Council's intentions to design some projects to make use of the s.106 funding.

WPC.142 Community Governance Review and Electoral Arrangements

Members were provided with a copy of the Warrington Borough Council (Reorganisation of Community Governance) Order 2024, which implemented the outcome of the recent Community Governance Review, comprising the transfer of Houghton Green Ward to Poulton-with-Fearnhead Parish Council. It was noted that there would be 6 councillors for the Parish Council with effect from the May elections in 2024 (3 for Winwick Ward and 3 for the Peel Hall Ward).

A copy was also provided of Section 5 of the Government Guidance on Community Governance Reviews setting out advice around electoral arrangements. The guidance noted the statutory minimum of 5 parish councillors, but suggested a minimum number of 7 councillors for each parish and a range of higher numbers for councils depending on the size of the population, eg. The National Association of Local Councils (NALC) recommended 10 councillors for Parishes with up to 2,700 electors.

The Clerk reported that 6 councilors was the smallest number of councillors for any parish in Warrington, equivalent only to numbers at Croft Parish Council (a much smaller parish). Councillor Iddon noted that the Council might be hampered by difficulties in relation to the quorum for meetings.

Councillor McGinn suggested that the Council should ask for an explanation of the rationale for the decision and enquired if the Council could seek a further review. Councillor Griffiths considered that the matter should be discussed again in 2026 with a view to new electoral arrangement for 2028. He reported that the Review report had cited a low response to its consultation about Winwick. It had based its decision on the existing numbers of councillors in each ward. However, those figures were believed to have been introduced as a result of an error by the Local Government Boundary Commission for England during the previous review.

The Chair expressed some dissatisfaction with the Review report, as this had also contained errors in relation to Poulton-with-Fearnhead's proposals. However, he had been able to rectify those issues in time for the Borough Council meeting which had determined the Review.

Decision –

- (1) To note the outcome of the Community Governance Review and the new electoral arrangements for Winwick with effect from 2 May 2024
- (2) To review the effectiveness of the new electoral arrangements in two years' time to enable the Council to consider whether to request another review, as appropriate, in advance of the 2028 elections.

WPC.143 Reports from Outside Bodies

Parish Liaison Committee – 29 February 2024

The Clerk provided a verbal update on the Parish Liaison Committee meeting held on 29 February 2024, hosted by Warrington Borough Council. The following matters had been discussed:

- Warrington Youth Zone – successful engagement with young people from across Warrington, including black minority ethnic (BME) residents and people with special educational needs or disabilities.
- Electoral Services Update – candidate and agent briefing had now taken place; further information would be provided on payments from parish councils, the count and the nomination process. Parish payments would be on the same basis as in 2021. The verification and count would take place at Birchwood Lesure Centre as in previous years. The parish count would be at 11am on Sunday 5 May 2024. The notice of election was likely to be published on 11 March 2024. The last date for the submission of nomination papers was 5 April 2024. Details were provided of the qualifications for election. There were changes to the method of postal voting and a requirement for voter identification.
- Development Manager's Update – the Local Plan had been adopted in December 2023; parishes could object outright to planning applications, but it might be more productive to say what conditions might be attached instead; the backlog of planning applications had largely been cleared.
- Environment and Transport Update – including information on bus fares; electric buses, Bus Service Improvement Plan; Local Transport Plan; additional highway maintenance funding; swing bridge and Warburton Toll Bridge issues; Northern Powerhouse Rail developments; Bank Quay low level station; Reconnecting Settlements (North) funding.

Councillor Griffiths noted that Reconnecting Settlements involved a cycle track which traversed Winwick. He considered that it would be useful to know the proposed route of the cycleway.

A resident spoke to remind councillors of the issue of lorries cutting the corner at the

Swan junction, crossing the pavement to turn left. Councillor Herron commented that this had been reported to the Council several times. It was suggested that this could be tackled by installing bollards at the junction.

Decision – To note the report from the Parish Liaison Committee meeting held on 29 February 2024.

WPC.145 Reports from Parish Council Committees

Management Committee – 12 March 2024

The minutes had been circulated recently.

In relation to Minute WPMC.36 - Action List, Mrs Hinkins reported that the ivy had now been trimmed from the bus shelter, but it had not proved possible to access the roots, which meant that this task would need to be repeated from time to time.

The notice board by Winwick CE Primary School had not yet been cleaned, as poor weather continued to be a hindrance. A resident commented that old information remained on display and that she was prepared to keep the notice board up to date if she had access to a key. Councillor Iddon commented that notice boards were important and should be updated regularly. Mrs Hinkins acknowledged this priority and undertook to update the notice boards shortly. Councillor McGinn reminded Members that he updated the Plough Inn notice board, but was not seeking re-election in May.

Decision – To note the minutes of the Management Committee held on 12 March 2024

WPC.146 Ward Reports / Updates

Houghton Green Ward

There were no significant matters to report on this occasion.

Peel Hall Ward

Councillor Griffiths commented that he had met with Mrs Hinkins last week to discuss the Council's litter picking service. Residents often commented that the operative was not visible. It was suggested that an article could feature in the newsletter to highlight this work. There was a need to let residents know that the Council did finance environmental services.

There was also the issue of optimising the litter picker's work to co-ordinate more closely with the volunteers' Network. A meeting with the Network was suggested.

Mrs Hinkins reminded Members that the litter picker only worked in Peel Hall ward on Fridays and worked across the remainder of the Parish and in Burtonwood and Wedtbrook on other days. She also reported that meetings had been offered to the Litter Network previously, but with no take up. She indicated that she was still

prepared to meet the group if they wished to do so.

Councillor Iddon commented that Housing Associations, farmers and other land owners as well as Warrington Brough Council all had responsibilities to keep the area litter free. A resident commented that volunteers could send a What 3 Words location to the Borough Council who would remove bagged litter.

Winwick Ward

Councillor Herron reported that some slabs and bricks had been stolen from a parapet wall near the Swan junction. He undertook to send details to the Clerk to enable the matter to be reported to the relevant authority.

Decision – To note the ward updates provided.

WPC.147 Date and Time of Next Meeting

The next Parish Assembly would be held one month earlier than usual because of the elections, to ensure that existing councillors could attend and report any issues of note.

Councillor Heron reported that an energy company wished to deliver a presentation at the next Council meeting about the possible installation of solar panels on the Leisure Centre roof. A survey would need to be carried out to determine the structural integrity of the roof before any works could be agreed.

Decision – To note the date of the next meetings as follows:

- Annual Parish Assembly, Tuesday 23 April 2024 at 7.00pm
- Winwick Parish Council , Tuesday 23 April 2024 at 7.30pm , or on the rising of the Parish Assembly (whichever is the later).

WPC.148 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.149 Finance Officer's / Clerk's Report - Confidential Matters

(a) Debtors

Mrs Hinkins reported that there were no outstanding debts over 90 days. One debtor in the range 30-89 days had now settled the invoices and the remaining debtor was due to pay shortly.

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

WPC.150 Leisure Centre Access Road

Members considered a draft revised licence agreement for use of the access road to the Centre. Issues discussed included:

- proposed fees;
- existing rights of access;
- safety barrier closure times;
- parity with other users of the access road;
- use of the school car park;
- school use of Myddleton Lane Playing Fields;
- school use of the Leisure Centre car park;
- comparison with the existing licence agreement; and
- possible legal representation.

Decision –

- (1) To request the Clerk to write to the governors of Winwick CE Primary School to indicate that the Council is unhappy with the terms of the licence agreement as proposed and that it needs more time to consider the details further, also having regard to the school's free usage of various Parish Council facilities.
- (2) To agree to seek a meeting between representatives of the Council, school governors and the trustees of Warrington Church of England Educational Trust, to outline the Council's concerns.







WPC.151 Winwick Educational Foundation – Update

Councillor Griffiths had requested this item on the Agenda following a discussion at the recent Management Committee meeting. He noted that an update had been provided some time ago by Mr Mike Matthews (a former parish councillor and the Council's current appointed representative on the Foundation). He reported that the charity's accounts were late being posted on the Charity Commission's website and showed no income.






The Clerk confirmed that the background to this situation was known to the Council. He undertook to provide Councillor Griffiths with the confidential information circulated previously.

Decision – To request an update report on the Winwick Educational Foundation from Mr Mike Matthews for inclusion on the Agenda of the next Council meeting.








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 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	
4	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.	
5	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	
6	To request that Members and officers routinely look into the opportunities	WPC.118(3)	24/01/23	All	-	-	On-going. A number of events have been organised, including attendance of the Well-being Bus.	





Agenda Item 5


	available for partner organisations to engage directly with residents on matters of health, wellbeing and community safety.							
7	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	
8	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	
9	To request the Clerk to seek further clarification about the process for accessing future s.106 funding.	WPC.102(2)	23/01/24	Clerk	-	-	Completed	
10	To request the Clerk to enquire with the Police and Crome Commissioner about the timescale for the deployment of calibrated speed monitors.	WPC.118(1)	27/02/24	Clerk	-	-	Completed	
11	To request the Clerk to contact the Public Rights of Way of Officer at the Brough Council to see if it would be possible to obtain a copy of the definitive map for Winwick.	WPC.118(2)	27/02/24	Clerk	-	-	Not yet commenced	

Agenda Item 5







12	To request the Clerk to write to Warrington Borough Council in connection with the diversion of the public right of way due to the Mill Lane development to ascertain if the necessary approvals had been received.	WPC.118(3)	27/02/24	Clerk	-	-	Not yet commenced	
134	To request the Clerk to invite PCSO Roger Stevens to attend the next meeting of the Council.	WPC.120	27/02/24	Clerk	-	-	Contact details are not yet available	
15	To approve the placing of an order for a free portrait of HRH King Charles III, in accordance with the Government's scheme.	WPC.121(2)	27/02/24	Clerk	-	-	The item has been ordered and delivery is expected shortly	
15	To approve the four bullet point suggestions referred to above for possible s.106 funding and to request Councillor Herron, The Operations and Finance Officer and Clerk to liaise about any bids.	WPC.125(1)	27/02/24		-	-	In progress	
16	To request the Clerk to consult Warrington Borough Council further about the application/bid process.	WPC.125(2)	27/02/24	Clerk	-	-	Information requested	
17	To request the Clerk to include an update in Part 1 of the Agenda for the next meeting on the Leisure Centre Access Road matter.	WPC.135(2)	26/03/24	Clerk	-	-	Agenda Item 13 refers	
18	To request the Clerk to circulate a copy of the	WPC.135(3)	26/03/24	Clerk	-	-	Completed	

Agenda Item 5

	Myddleton Lane Playing Filed bye-laws to all councillors.							
19	To request the Clerk to write to the Golborne Road developers to advise them of the Council's intentions to design some projects to make use of the s.106 funding.	WPC.141(2)	26/0324	Clerk	-	-	Not yet commenced	
20	To review the effectiveness of the new electoral arrangements in two years' time to enable the Council to consider whether to request another review, as appropriate, in advance of the 2028 elections.	WPC.142(2)	16/03/24	Council	-	-	Schedule for 2026	
21	To request the Clerk to write to the governors of Winwick CE Primary School to indicate that the Council is unhappy with the terms of the licence agreement as proposed and that it needs more time to consider the details further, also having regard to the school's free usage of various Parish Council facilities.	WPC.150(1)	16/03/24	Clerk	-	-	Completed	
22	To agree to seek a meeting between representatives of the Council, school governors and the trustees of Warrington Church of England Educational Trust, to outline the Council's concerns.	WPC.150(2)	16/03/24	Clerk	-	-	Completed A number of dates have ben offered	

23	To request an update report on the Winwick Educational Foundation from Mr Mike Matthews for inclusion on the Agenda of the next Council meeting	WPC.151	16/03/24	Clerk	-	-		
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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 26 March 2024
(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 – 26/03/24 and 12/04/24
2. E-mails from Sharon Angus-Crawshaw, Cheshire Association of Local Councils (ChALC), enclosing bulletins highlighting relevant parish news for the weeks ending 28 March and 5 and 12 April 2024 – 28/03/24, 05/04/24, 08/04/24 and 12/04/24
3. E-mails from Rebecca Lee, Legal Support Officer, Warrington Borough Council, about various Traffic Regulation Notices (along with any statements of reasons and plans, as appropriate) due to be advertised in the Warrington Guardian on Thursdays, 18 April 2024, an emergency 21-day Traffic Notice for Winwick Footpath 3C, Winwick effective from 8 April 2024 and an emergency 5-day notice for Winwick Link Road/Winwick Lane effective from 13 April 2024 – 08/04/24, 12/04/24 and 16/04/24
4. E-mail reminder from SP Energy Networks about a Stakeholder Priorities Survey 2024 – 28/03/24
5. E-mail from Sergeant Hazel Culleton, Cheshire Constabulary, to confirm that she has liaised with PCSO Roger Stevens and he has again requested the force policy in relation to speed enforcement on 20mph roads. She has undertaken to chase this up as the PCSO has asked for Waterworks Lane and Myddleton Lane to be considered. She will also ask the PCSO to email the Council to keep Members updated – 31/03/24
6. E-mails from resident, GB, about the increase in Parish precept seeking information about planned expenditure. A reply was provided by the Clerk, but correspondence is on-going – 04/04/24, 12/04/24 and 15/04/24
7. E-mail from Kelly Rochell, Cheshire and Warrington Traveller Team, about an unauthorised encampment of caravans on Bowood Court, Calver Road. However, confirmation has been received that the group have now left the location - 08/04/24
8. E-mail reminder from Angus Lord, Warrington Borough Council about the consultation led by Cheshire West and Chester Council, regarding the future for wildlife in Cheshire & Warrington and a follow up e-mail from Elis Smits, Cheshire West and Chester Council, about workshop dates for the local nature recovery strategy - 09/04/24 and 11/04/24
9. E-mail from Councillor Siobhan Carr, Warrington Borough Council about flooding on the footpath between Rectory Lane and Faringdon Road – 12/04/24

10. E-mail from Paul Davies, Senior Associate Solicitor, Stephenson LLP about the conclusion of legal work on behalf of the Council – 17/04/24
11. E-mail from Jackie Neal, Chair of Governors, Winwick CE Primary School, offering meeting dates to discuss the Access Road issues – 17/04/24
12. Various promotional e-mails and mailshots for goods or services linked to typical parish activities or community services from the following organisations:-
 - Arien Signs Ltd – notice boards and signs
 - Flooring Contracts Ltd – wooden floor renovation
 - LemonBooking – on-line booking systems
 - Kompan – outdoor play equipment
 - Pofloorsanding.co.uk – flooring renovation
 - The UK Fireworks Company – firework displays
 - Wefindanylearner – training courses

Up to date as at 17/04/24

Winwick Parish Council

Planning Matters since 26 March 2024

General Correspondence (0)

Nil

Domestic Planning Applications (1)

1. Application No: 2024/00384/FULH - Full Planning - Householder (Householder Development)
Location: 2 Beckett Drive, Winwick, Warrington, WA2 8XJ
Proposal: First-floor side extension above existing garage

Non-Domestic Planning Applications (0)

Nil

Up to date as at 17/04/24