

MINUTES OF THE MEETING OF THE WOOLSTON PARISH COUNCIL HELD AT THE WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD, WOOLSTON ON 29 MARCH 2023

Present: Councillor M Banner (Chairman)
Councillors: M Czekalski, J Greenslade, MH Greenslade, A McCarthy,
D Nowell, M Pearce, S Rydzkowski, P Smith, R Tynan

Apologies for absence: Councillors D Hill

C101 Chairman's opening remarks

Councillor Banner, Vice Chairman, reported that the Chairman, Councillor D Hill, had submitted her apology for absence because of work commitments.

C102 Code of Conduct – declarations of interest **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

There were no declarations of interest.

C103 Apologies for absence

Apologies for absence were noted from Councillor D Hill because of work commitments.

C104 Minutes of the previous meeting

Resolved,

That the minutes of the meeting held on 25 January 2023 be taken as read and signed as a correct record.

C105 Matters of report from previous minutes

- replacement of bus shelters

Councillor Mc Carthy referred to the bus shelter phased replacement programme being undertaken by the Borough Council across the town. Whilst a number had been replaced that previously sited on A57 Manchester Road adjacent to the junction with Laburnum Avenue had not. The Borough Ward Councillors were asked to ensure that the shelter was replaced and that all previous shelters were also replaced as part of the programme.
Councillor Tynan agreed to follow up on this matter.

- Borough Councillor surgeries

Councillor Tynan reported that details of surgeries were to be published.

C106 Policing of Woolston – community liaison report

The Clerk reported that PCSO Roberts was unable to attend the meeting and any matters raised by the meeting would be reported to the Police:

Resolved,

That the following matters be reported relating to Woolston Park:

1. Riding of scramble bike.

2. Gathering of youths adjacent to the pond with music and an open fire.

C107 Borough Council business

To receive reports from Borough Ward Councillors on matters under consideration by the Borough Council relating to the parish and on issues that they had acted on for residents since the last meeting and other issues relating to responsibilities of the Borough Council. (The Council noted that reports related to the parish council area and not to the wider area of the Rixton and Woolston Borough Ward unless there was an issue of interest to Woolston). Reports made to the Borough Council were also reviewed.

1. Borough Councillor reports
Councillor Tynan
 - Parked van on the grassed area at the junction of A57 Manchester Road with old Manchester Road. Officers had been requested to remove the van.
- Borough Councillor Eastty
 - Unmaintained trees in mound adjacent to A57 Manchester Road. Representations made by residents at lack of response to request for maintenance to trees causing potential hazard to properties.
2. Reports made to the Borough Council
 - Surfacing of the path to Woolston Playing Fields – Councillor Tynan to request site meeting with officers.
 - Estate agent boards in the highway verge, A57 Manchester Road – following representations from a resident to the Council the Borough Council had been requested to take action regarding the unauthorised signs.
 - Footpath from Peel Close to Parksway – following representations from a resident the Borough Council had been requested to clear fly tipping and make safe the footpath surface. Following an investigation by the Borough Council into ownership of the land works had been authorised and had recently been completed. It was noted that the land was not adopted highway.

Resolved,
That

1. the reports from Councillor Tynan and Councillor Eastty be noted together with the further action to be taken;
2. the action taken on matters reported by residents be approved.

C108 Committee matters

The Council considered matters relating to the undermentioned committees:

(1) Environment and Amenities Committee

1. Parish Path Warden scheme – condition report

Councillor Nowell reported on matters relating to public rights of way:

1. Path 12, Nicol Avenue, no progress in the last 9 months, remains blocked – reported to the Borough Council.

2. Development of “Old Billy” scheme

Further to the report to the Council (Minute C95(1) 2. – 25 January 2023) the Clerk reported that a meeting had been held with the Environment Manager at Warrington BC to review the revised artwork provided by Culture Warrington. Amendments had been suggested to link the signs to be sited on the canal towpath with the main information board. Details had also been provided on the signage to be sited in the Paddington Meadows area as part of a Carbon Landscape scheme. The information included relating to Old Billy was considered to complement the draft artwork.

The next stage was to amend the artwork and then proceed with formal consultation:

Resolved,

That the report be accepted.

(Councillor Banner declared a non-pecuniary interest by reason of being Chair of Culture Warrington)

3. Dam Lane Shopping Precinct

Councillor McCarthy reported on damage to the fence at the precinct. This was understood to be a landlord responsibility for maintenance:

Resolved,

That this be reported to the landlord.

4. Wildflower planting scheme A57 Manchester Road

Further to Minute C97 – 25 January 2023 the Clerk reported that the Borough Council had provided details of areas at Runnymede and alongside A57 Manchester Road adjacent to the access to old Manchester Road. A decision was required before the meeting to allow the area to be prepared for planting. Following consultation with the Chairmen of the Council and Committee Chairmen the area at A57 Manchester Road had been selected:

Resolved,

That the action taken be approved.

5. Tree maintenance, Martinscroft Green – implementation of works

Further to Minute C95 (1) 4. – 25 January 2023 the Clerk reported that the quotation submitted by Holly Oak Tree Services Ltd had been accepted to allow works to proceed before the next growing season. The work would be supervised by The Environment Partnership Ltd as part of the scheme:

Resolved,

That action taken be approved.

6. Repairs to knee rail fence - Martinscroft Green

The Clerk reported that urgent repairs had been authorised to replace a damaged length of the fence at the Green. The contractor who had installed the fencing had undertaken the repairs and carried out similar work for Warrington BC:

Resolved,
That the action taken be approved.

7. Battery Lane allotment site – management matters

No matters to report.

(2) Finance and General Committee

1. Conduct of council meetings and business during the period of the Coronavirus pandemic

The Clerk reported and the Council noted current Government guidance on the conduct of council business during the Coronavirus pandemic.

2. Report on action under the scheme of delegation

The Council noted that no decisions had been required under the scheme of delegation approved for undertaking business during the Covid 19 pandemic since the last meeting.

3. Review and publication of the Register of Members' interests

The Clerk reported that the Borough Council had notified the Council that parish councillor declarations completed following election to the council were no longer published on their website. Members were invited to review the current declarations made before the information was published on the Council's website. The need to provide a copy of the declaration made a member, including amendments made, to the Borough Council's Monitoring Officer would continue:

Resolved,
That approval be given to this action.

4. Annual review of procedures and documents

The Clerk reported on the annual review of procedures and documents:

Resolved,
That

1. the following procedures and documents be approved:
 - a. Financial Regulations.
 - b. Standing Orders.
 - c. Risk Assessment.
 - d. Review of adequacy of insurance arrangements
 - e. Fixed Asset Register.
 - f. Complaints procedure.
 - g. Procedure for handling complaints under the Freedom of Information Act 2000 and the General Data Protection Regulations.
 - h. Procedure for dealing with the press/media.
 - i. The Code of Conduct.

- j. Rates of pay and review of employee contract.
- k. Retention of documents and combined data protection and security policy.
- 2. consideration be given to the adoption of the National Association of Local Council model financial regulations.

5. Management Accounts 2022/23 – October to December 2022

The Clerk submitted the Management Accounts for the quarterly period ending December 2022:

Resolved,

That the Management Accounts for the quarterly period ending December 2022 be accepted.

6. Applications for grant aid – to consider applications

The Council considered an application from St Peter's and St Michael's Church for support in organising a pilgrimage to Lourdes to coincide with the 100th anniversary of the Liverpool Archdiocesan Pilgrimage in July 2023:

Resolved,

That approval be given to a grant of £350 being made.

(Councillor Nowell requested it be recorded that he abstained from voting).

7. Proposed events in Warrington in 2023 – Remembrance Sunday 2023

The Clerk reported an email from Warrington BC giving the information requirements for events to be held during 2023. This would apply to the service of remembrance to be held at Martinscroft Green where the Council had agreed to act as organiser (Minute C80 (2) 4. 7 December 2023):

Resolved,

That the requirement to submit an event plan be accepted.

8. Woolston Eyes Conservation Group – access and facilities

Councillor Nowell reported on access and facilities for visitors to Woolston Eyes. The Woolston Eyes Conservation Group, a voluntary organisation, managed the reserve under an agreement with the owners, the Manchester Ship Canal Company. The Group was responsible for conservation schemes and was access controlled through a permit system for which an annual fee was payable. Details of the facilities available for visitors were noted and of the recent completion of a major scheme:

Resolved,

That the Group be requested to provide information on access for disabled persons and on the operation of the permit system.

9. Planting of tree in memory of HM Queen Elizabeth II – response from the Borough Council

The Clerk reported further to Minute C95 (2) 4. – 25 January 2023, that the Environment Manager for the Borough Council had provided information on tree species options for planting in Woolston Park. The preferred planting in the Jubilee Garden was for low growing bushes or similar:

Resolved,
That

1. approval be given to suitable planting in the Jubilee Garden subject to further consultation with the Borough Council;
2. the Friends of Woolston Park Group be asked to assist in this project and make recommendations on suitable planting.

10. Pre-consultation – proposed radio base station installation at WAR25981 Manchester Road

The Clerk reported a letter from Clarke Telecom Ltd on behalf of the mobile telecommunications operator CK Hutchinson Networks ((UK) Ltd. The proposal was to install a radio base station in order to provide the latest 3G,4G and new 5G technologies to the Warrington area. The purpose of the letter was consult and seek the Council's views before any planning submission is made. The proposal relates to the installation of a 20 metre high slim-line monopole, supporting 6 no. antennas, 1 no. wraparound equipment cabinet at the base of the monopole, 2 no. equipment cabinets, 1 no. electric meter cabinet and ancillary development. It was noted that similar installations had been sited on the Grange Employment area, and not as proposed in the highway verge:

Resolved,

That the Council strongly supports the siting of the scheme on the adjacent industrial estate and away from residential properties, including the proposed location adjacent to A57 Manchester Road.

C109 Reports from members appointed to local bodies

The Council received reports from members who were appointed by the Council or other organisations on local bodies including:

- New Cut Heritage and Ecology Trail Group – Councillor J Greenslade reported on the work of the group. A Clean-up had been carried out by group members on 11 March and a talk was to be held at Alford Hall on 3 April on Plant Your Garden. Noted that information was published by the group on their website.
- Friends of Woolston Park Group – report by Councillor Pearce for January/February 2023 (please see appendix). Members recorded their thanks to Councillor Pearce.
- Public Rights of Way Forum – report by Councillor Nowell on the Forum meeting held on 8 March 2023:
 - Path 12 Nicol Avenue - obstruction of the path by an earthwork is not considered to be a planning matter, (by the planning department) despite not obstructing the ROW being a planning condition. Concerns were raised regarding the granting of planning permission for the discharge of treated effluent into a drainage ditch which does not contain running water. Consideration will be given to a potential path diversion onto

the opposite side of a drainage ditch, currently it runs between the ditch and woodland, primarily on public safety grounds. Documentation relating to the path's history is difficult to acquire so a new route may need to be drawn up from scratch to put to local landowners.

- Path 17 Brook Lane - it was noted that Brook Lane had been resurfaced. Whether any WBC department was aware of this is unknown.
- Path 27 - the deposition of mud from the bailey bridge which crosses this path is considered to be a planning enforcement matter.
- Path 29 Mill Cottage, Mill Lane - officers present were not aware of this planning application.
- Path 15 Juniper Lane - it was noted that the application to convert a workshop building at the Northern end of Juniper Lane into a large single domestic dwelling has been granted by planning (near the intersection of paths 15 & 14).
- Broader issues
 - the Liverpool city region and Warrington Local Access Forum despite being a statutory body does not currently seem to be functional.
 - Sections of the Government deregulation act are expected to be activated for the first time in the near future. This may lead to considerably foreshortened periods being granted for statutory processes to be completed, resulting in strain on already limited officer resources.
 - the former pedestrian bridge at Birchwood rail station was to transfer to Warrington BC.

It was agreed that support be given to this route being a designated public right of way.

Any action points from the meeting will be detailed in the official minutes to be prepared by officers.

Resolved,
That the reports be noted.

C110 Correspondence – consultation and information

No items to report.

C111 Planning Applications and results of appeals – planning applications

The Council considered the following planning applications and details of appeals submitted for comment by the Borough Council:

PLANNING APPLICATION	LOCATION	PROPOSAL
FULL PLANNING		
2022/41748	Mill Cottage, Manchester Road WA1 4HL	New dwelling, detached bike store, creation of new access and parking spaces. <i>Updated description, certificate, plans and submission of flood risk assessment</i>

2023/00124/FUL	Rope and Anchor Pub, Manchester Road WA1 4HJ	Proposed beer garden works, bin store and associated works.
2022/42038	JTF 1 Chesford Grange WA1 4RQ	Demolition of existing building and the construction of a single building for employment purposes class E(g)(iii), B2 and B8 with associated infrastructure to include service yard, boundary treatments, car parking and hard and soft landscaping. <i>Amendment of building footprint – Reduction in overall building height from 15.8m to 13.3m – Amended access arrangement with supporting highway statement- Amended landscape proposals- Accompanying supporting documentation.</i>
2023/00159/FUL	12 Tatton Court WA1 4RR	Proposed 2.4m high palisade fence.
FULL PLANNING-HOUSEHOLDER (HOUSEHOLDER DEVELOPMENT)		
2023/00351/FULH	18 Manchester Road WA1 3PP	Proposed two storey side extension.
DISCHARGE OF CONDITIONS		
2023/00173/DISCON	7 Bowfell Grove WA1 4FY	Discharge of condition (replacement tree) attached to Appeal Decision no. APP/TPO/M0655/8096
2023/00133/DISCON	8 Bowfell Grove WA1 4FY	Discharge of condition (replacement tree) attached to Appeal Decision no. APP/TPO/M0655/8004
PLANNING APPEALS		
None to report.		

Resolved,
That

1. support be given to the comments made by Warrington BC officers relating to access and the previous objection submitted be maintained;
2. no comments be submitted in respect of the other applications listed subject to consideration of any matters raised.

– publication of information on the Borough Council website and the procedure for consultation on the discharge of conditions

Further to Minute C99 25 January 2023 the Clerk reported that the Borough Council had replied that the Council's planning portal supports the publishing of documents in various formats including PDF, word and jpeg. No response had been received regarding the invitation to parish councils to comment on applications relating to the discharge of conditions.

Resolved,
That the response be noted.

C112 Business raised by Council Members

1. Councillor Smith reported on complaints made by residents regarding litter at Aston Court and Greys Court on the Grange Employment Area
2. Councillor McCarthy reported that the highway drains were blocked on Redwood Close. Agreed that the Borough Council be requested to carry out maintenance.

C113 Accounts

Resolved,
That approval be given to the following payments:

Cheque No	Date expenditure incurred	Payee	VAT not recoverable	Amount	Purpose	S137
4663	1/02/23	Warrington BC	0.00	1152.56	Rechargeable works Remembrance Sunday 2022	
4664	1/02/23	Warrington BC	0.00	2184.00	Supply, install and remove Christmas tree 2022	
4665	1/02/23	Warrington BC	0.00	600.00	Supply seed & cultivate flowers verges summer 2022	
4666	1/02/23	Amazon (Clerk)	0.00	76.08	Printing & stationery	
4667	1/02/23	Amazon (Clerk)	0.00	54.90	Printing	
4668	1/02/23	Orangutan TM Ltd	0.00	360.00	InTouch annual subscription website 2023-24	
4669	2/02/23	John Lewis and Partners (Clerk)	0.00	529.00	Dell laptop	

4670	15/02/23	Employee 1	0.00	413.76	M11 February 2023	
4671	15/02/23	LiveWire CIC	0.00	42.00	Room hire 25 January 2023	
4672	15/02/23	Zurich Municipal	0.00	1596.30	Insurance premium 1 April 2023 to 31 March 2024	
4673	15/02/23	Sainsbury's Supermarkets Ltd	0.00	8.00	Hole punch	
4674	15/03/23	Employee 1	0.00	413.76	M12 March 2023	
4675	15/03/23	HM Revenue and Customs (Clerk)	0.00	310.20	PAYE months 10 to 12 2022-23	
4676	29/03/23	Warrington East District Scout Council	0.00	100.00	Replaces 25/01/23 to new payee	
4677	29/03/23	David Webster & Sons Ltd	0.00	480.00	Replacement of knee rail section Martinscroft Green – urgent repair.	
4678	29/03/23	Costco Wholesale UK Ltd (Clerk)	0.00	42.79	Postage stamps	

APPENDIX

PARISH COUNCIL NOTES - FEBRUARY 2023 FOR FOWP

Monday 30 January 2023 – FOWP Work Day

Nine of us took part today. 5 litter picking, 2 repairing bird boxes, 1 in the Jubilee Garden and another supervising. Unfortunately, one of our main long-term members had been in hospital but is now home recovering. We all wish him well.

Monday 6 February 2023 – FOWP Work Day

Eight volunteers today, covering litter picking, some clearing soil in the gutters along the road by the cabin, and some cutting back overgrown bushes near Pipe Lane.

Saturday 11 February 2023 – YFOWP

When I arrived, the children were playing games in the cabin, then we all went outdoors to make some units from used pallets. We cut pieces of wood to fit inside the pallets between each section so that they were equally spread out and made a strong base in which to put small pots of plants i.e., strawberries, herbs or trailing flowers. The backs of the frames were lined so that when fitted to a wooden fence or shed, there would be no water damage. The Young Friends took them home to paint the framework in whichever design they desired. One will eventually be put on the allotment site. Some of the Young Friends were shown how to use the electric drill, screwdrivers and stapler under supervision course. They even did a bit of litter picking along the bridle path at the end.

Monday 13 February 2023 – FOWP Work Day

After a cold start the sun came out and then it was a lovely morning. Lots of people walking in the park, only a few volunteers though. Some worked in the Jubilee Garden and others went litter picking as there isn't really a lot we can do at this time of year as the ground is very hard. The young plants are beginning to come up, some of the snowdrops are in bloom. There didn't seem to be much litter in the park but the car park and road from Monks to the cabin had lots of rubbish scattered everywhere, presumably from weekend sports.

Monday 20 February 2023 – FOWP Work Day

A good turnout this morning, approx 12-14 attended. One was up on the cabin roof finding out where the water gets into the building and he did find out and took a photo of it. As usual some were keeping the park nice by picking up the litter, usual ongoing work in the Jubilee Garden. The Friends just get on with whatever needs doing. After my usual job of topping up the feeders I was asked to sit down to discuss the YFOWP's forthcoming meetings, while I was in the cabin, we had a visit from two long serving members who have both been in hospital recently, we were very pleased to see both of them, especially as they are both now recovering. We also had a visit from another man who is shortly retiring and is interested in becoming a volunteer. Finally, we got down to discussing some ideas for the Young Friends meetings. We hope to start with an art lesson painting stones in March with the Young Friends.

Monday 27 February 2023 – FOWP Work Day

This work day is being split into two groups, one in the park and the other on the allotment. We have split the work load on this occasion because one of the Friends has purchased a load of soil for the raised beds and another has been given more strong pallets. As this will be heavy work it needs several helpers and 4 or more worked on the park. I understand a

good job was made making good some repairs on the cabin and that they made a really good job of it while others were out and about litter picking. 3 of us worked on the allotment making the 2nd raised bed from the new pallets. There are now 2 large raised beds, all in all really excellent work at both sites.

Monday 6 March – FOWP Work Day

Sorry I have little to add for this work day as I had a doctors appointment booked. I did call into the cabin later that morning and stayed in the cabin with some of the Friends discussing the layout of the allotment.

Saturday 11 March – YFOWP

Another successful Young Friends morning, 10 children attended with 4 of the FOWP and 6 parents. The Chairman had taken some photos of various birds on a visit to Arley Hall. He asked the children one by one if they knew the names of the birds. Many of them did know the names. Then the tables were covered and several nice stones had been washed and ready for painting. There was lots of coloured paints and brushes to work with and the end results were very pretty stones.

To finish the morning, we went out to do some litter picking. It was like a race as to who could find the most litter from the tiniest sweet wrapper to a pair of football boots. Whilst in the wood we found 2 trees completely dead and after the children had gone home, we went back and pushed them over to the ground to avoid anyone getting hurt.

Monday 13 March – FOWP Work Day

Again, I was unable to attend due to having repair works done at home. I sent my apologies.

Monday 20 March – FOWP Work Day

13 volunteers this morning. Some out litter picking, a couple clearing lots of heavily overgrown bushes making a much better view of the pond. More work done in the Jubilee Garden and the garden in front of the cabin, another cleaning/tidying the cabin and others planting a tree and work beyond the bridle path.

Allotments

Every month I say the allotment is improving rapidly and it most certainly is this time. It's hardly recognisable from our first visit. Half of the allotment was cut down and gradually getting covered with sheeting, hoping many of the weed roots may die down to make clearing that part easier when the time comes to clear it. The other half has a much-improved shed. a line of rhubarb along one fence already beginning to show grow, some raspberry canes waiting to go in, some dwarf daffodils in bloom along part of the pathway, 2 lovely large raised beds and another patch mostly weeded and ready for another bed or potato patch. The first bed is ready to plant with whatever we chose.

Chairman.....