

MINUTES OF A MEETING OF THE WOOLSTON PARISH COUNCIL HELD AT THE CHURCH OF THE ASCENSION, WARREN LANE, WOOLSTON ON 28 OCTOBER 2025

Present: Councillor R Tynan (Chairman)

Councillors: M Banner, D Nowell, G Rushby, S Rydzkowski, L Sheridan,
D Warren, C Wilcock

Apologies for absence: Councillors C Kilgannon, H Klein

C70 Chairman's remarks

The Chairman welcomed members to the meeting.

C71 Code of Conduct – declarations of interest

Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

There were no declarations of interest.

C72 Apologies for absence

The Council noted apologies for absence from Councillors Kilgannon and Klein.

C73 Minutes of the previous meeting

Resolved,

That the minutes of the meeting held on 16 September 2025 be taken as read and signed as a correct record.

C74 Co-option of members

Further to Minute C59 – 16 September 2025, the Clerk reported that no applications had been received by the closing date of 24 October 2025:

Resolved,

That notice be given of the two remaining vacancies and applicants be invited to attend the next meeting of the Council.

C75 Matters of report from previous minutes

There were no matters arising.

C76 Policing of Woolston

PCSO Roberts attended the meeting and reported on the monthly report for October 2025:

Resolved,

That the report be noted and PCSO Roberts be thanked for her attendance.

(Please see appendix for a copy of the report).

C77 Borough Council business

The Council received reports from Borough 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 the 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).

1 Reports from Borough Councillors

There were no items to report on individual matters raised.

2 Matters raised with the Borough Council

- Borough Council review of road safety on Holes Lane, Hillock Lane and Gig Lane – no further information to report.
- A57 Manchester Road – construction of a new pedestrian island on Manchester Road just to the west of the junction with Weir Lane and request to remove the tactile surface from the dropped crossings on A57 Manchester Road on the grounds of road safety. These indicated a crossing point for persons with disabilities and the proposed improvements had not been implemented. The introduction of a pedestrian island was under consideration by the officers – no further information to report.
- Woolston Neighbourhood Hub – temporary closure
Further to Minute C62 – 16 September 2025, the Clerk that no response had been received from the Borough Council to the representations made at the lack of regular updates on the progress of the investigative works and to the concern that no projected date had been given of the facilities at the centre being re-opened.
The following information had been sent to the Borough Ward Councillors on 25 September 2025 and shared with members:

Dear Councillors

I am aware that you are receiving a number of enquiries from residents regarding the position with Woolston Neighbourhood Hub. Unfortunately the process for managing positive traces of legionella bacteria is lengthy.

As you are aware in July, for health and safety reasons, we had to temporarily close both swimming pools at Woolston Neighbourhood Hub after ducting fell from the ceiling into the pool area. Due to the height, breadth, and inaccessibility of the ceiling structure directly above the pool, a more detailed inspection could not be undertaken safely without the erection of scaffolding. Specialist contractors were therefore appointed to design a structure that would allow for a thorough inspection of the suspended ceiling system and mechanical services ductwork above the pools. Until this structure is in place and the investigation is complete, the full extent of the required works and associated timeframes remain unknown.

Earlier this month, this work was placed on hold following the positive detection of Legionella bacteria in the water system. This resulted in the full closure of the site and restricted access for contractors, in line with health and safety regulations. Since the closure, our priority has been to work with specialist contractors to undertake a full disinfection of the water system to eliminate the Legionella bacteria and prevent any risk to health. We are now conducting post-disinfection testing to confirm that the water system is free of Legionella. We expect to receive the results of these tests in the coming few weeks.

The issues we are facing are complex in nature and we are committed to resolving them as quickly as possible. However, our primary focus is on ensuring the safety of our

members, visitors, staff and other residents who access local services from the hub. Please use the following information to support you with any resident enquiries during this time or alternatively direct residents to the following email address leisure@livewirewarrington.org where our team will be able to offer advice and support.

For library users:

- During the period of closure, all fines on books from Woolston library will be waived
- Items can be renewed online where required
- LiveWire libraries offer free e-books and e-audio items
- People can also use all other LiveWire libraries
- Library queries can be directed to libteam@livewirewarrington.org

For leisure customers

- Woolston's fitness classes have been relocated to Orford. We have introduced additional classes, and increased class numbers, to accommodate Woolston members. Visit the LiveWire website for more information
- LiveWire members can use their membership at any of our other leisure sites. Members can email leisure@livewirewarrington.org if they have any questions or want to understand the options for suspending their membership during the period of closure.

For Home Instead users

- Home Instead has relocated to Orford Jubilee Neighbourhood Hub
- Residents are advised to continue to access the Home Instead service from our Orford site

For Woolston GP surgery patients:

- Please advise residents to call 01925 815333 if they have any appointment queries or visit the surgery web page

We are very sorry for the inconvenience this is causing and will continue to keep yourselves and the community updated.

Members again expressed their concern at the lack of information from the Borough Council on planned works and reported on the concern of residents at the lengthy closure of all facilities at the centre that was now leading to rumours in the community over its permanent closure.

The Council noted that the Borough Ward Councillors were invited to attend a meeting with officers:

Resolved,

That

1. the reports be noted;
2. further representations to the Borough Council be considered when the outcome of the meeting with officers is known on the progress of works to Woolston Neighbourhood Hub.

C78 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 inspections made of public footpaths including:

- Giant hogweed had been cleared on the path from Woolston Weir towards the Manchester Ship Canal.
- Moss Brow path – no further information on proposed diversion of the path from the Borough Council. The path was not listed on the Borough Council's programme of works
- a request had been made for provision of online access to information on the Peak and Northern Footpath Society (PNFS)

Notice had been received of the PNFS Half-Yearly meeting, to be held on Saturday, 15 November, in the Sheffield Central Library. Councillor Nowell reported that the agenda did not include items of interest to the Council requiring attendance at the meeting.

Resolved,

That

1. the report be accepted;
2. the Borough Council be requested to provide a further information on the programming of the proposed path diversion.

2. Ranger Cabin, Woolston Park

The Council noted that there was no further information to report on repairs to the Ranger Cabin.

3. Provision of Christmas tree 2025

The Clerk reported that following a review by the Borough Council of the sourcing and supply of Christmas trees the service provided to parish councils would not be available this year. Details had been provided of the commercial supplier previously used by the Borough Council. A quotation had been supplied to a similar cost to previous years and arrangements made for it to be installed. The dressing of the lights on the tree would continue to be available from the Street Lighting Section at the Council:

Resolved,

That approval be given to the supply and installation of the tree by the supplier previously used by the Borough Council for 2025.

4. Woolston Playing Fields – proposed improvement scheme

The Clerk reported further to Minute C43 15 July 2025 on Section 106 funding to improve sports facilities in Woolston. The Planning Director, Barratt & David Wilson Homes North West, an update on progress on the development of sports facilities in partnership with the Borough Council and the extended car park on land in the Council's ownership. This was part of the sports mitigation strategy, which provides replacement facilities for those lost at the Padgate Campus, including a proposed new AGP pitch and an extended 50 space car park on the land within parish council's ownership. The parking land would remain in the ownership of the parish council and the company would provide money for or carry out the works. The new spaces would be managed by the parish council, in the same way as the

current spaces. The parish council, as owner, would need to be a signatory to the S106 Agreement. Agreement in principle to move forward with the proposals had been given at the July meeting.

A planning application was to be submitted for the AGP sports pitch and car park extension. As part of that application notice would be served on the parish council as owner of the car park land. This was an administrative procedure so that the Council can be assured that the parish council, as owner, are informed of the application. It did not convey approval, just that you notification had been given.

At the point that determination of the planning application is nearing a draft S106 Agreement was to be shared for approval by the Council, setting out the company's obligations with respect to the car park extension. This was likely to be a commuted sum, payable to the parish council for the Council to instruct the works. This would provide a detailed costing for the works. The Council would be required to sign the S106 Agreement, and the delivery of the car park would be required within a certain time period as an obligation within that Agreement. This was expected to tie in with the delivery of the AGP:

Resolved,

That

1. the progress report be noted;
2. it be noted that notice is to be served on the Council as owner of the land.

5. Battery Lane Allotment Site – management matters

The Council noted that monthly inspections were being carried out with a representative of the Association.

(2) Finance and General Committee

1. Banking arrangements – operation of online facilities

Further to Minute C63 (2) – 16 September 2025 the Clerk reported on the operation of the proposed revised banking facilities including authorisation of transactions. National Westminster bank had been requested to provide details of alternative accounts, and it was Resolved,

That the report be noted and further details be provided when a suitable account has been identified.

2. Adoption of revised model Standing Orders and Financial Regulations

The Clerk reported on the need to authorise the amendment of the revised models to control online access to the Council's banking accounts:

Resolved,

That approval be given to the submission of revised models allowing online access for consideration by the Council when a suitable account has been identified.

3. External Auditors report 2024-25

The Clerk submitted the External Auditor Report and Certificate for 2024/25. The attention of all parish councils had been drawn to the need for a change which is mandatory for the 2025/26 period. This related to an additional assertion to be included in the 2025-26 AGAR, Assertion 10, regarding email management, websites, compliance with both the General Data Protection

Regulation (GDPR) 2016 and the Data Protection Act (DPA) 2018 and the requirement to have an IT policy. The current website host could not provide the service in respect of email management:

Resolved,

That

1. the report be accepted;
2. the Clerk, in consultation with the Chair of the Finance and General Committee, be authorised to change to a website host providing the necessary services including enhancements.

4. Review of calendar and venue for Council meetings 2025-26

The Clerk submitted a revised calendar of meetings for the remainder of the year 2025-26, having regard to the availability of an alternative venue for meetings during the closure of the Woolston Neighbourhood Hub:

Resolved,

That the revised calendar of meetings be accepted and the preferred alternative venue be the Church of Ascension.

5. Annual service of remembrance Sunday 9 November 2025

The Clerk reported further to Minute C31(2) 25 June 2025 on the arrangements for the annual Remembrance Sunday event to be held at Martinscroft Green. An Event Plan had been submitted to the Borough Council and the amendments suggested had been accepted. The Church of the Ascension were again to lead the service on behalf of all faiths and a meeting had been held involving the Vicar and Church Wardens in planning the event. A briefing was to be held of the event stewards consisting of volunteers from the church:

Resolved,

That the report be accepted.

6. Applications for grant aid

- Friends of Woolston Park Group

The Council considered an application from the FoWP Group for the purchase of clothing to identify the group members when undertaking volunteer work in Woolston Park:

Resolved,

That approval be given to a grant of £500.

- Church of the Ascension - events at Christmas

The Council considered an application from the Church of the Ascension for grant aid to support events for the community during the festive season:

Resolved,

That approval be given to a grant of £100.

- Warrington Open Door at Christmas (WODAC)

The Council considered an application from WODAC a community based charity that is non-profit making. For the 9 days that the food banks and other agencies are closed, the charity

was to provide a warm hub for the those that need it in the Warrington community at Christmas. This would include providing food parcels, warm clothing, warm meals together with other help. The projected cost was around £15K and a contribution was requested to supplement the food donations that were received so that warm meals and refreshments could be provided along with food parcels for the local community in Warrington including Woolston:

Resolved,

That approval be given to a grant of £50.

7. Parish Council initiative – liaison with local schools

No further information to report.

8. Communications with the Council – review of procedures

The Council noted, further to Minute C 65 – 16 September 2025, that changes were to be implemented as part of the updates to be introduced with the new website.

C79 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 Rydzkowski reported on a Wildlife Survey to be carried out by the Group. Information was published by the group on their website.

Friends of Woolston Park group – Details had been provided to Councillor Klein on fund raising by 3 of the Young Friends who had donated £100 for Red Squirrels to the Lancashire Wildlife Trust project.

Public Rights of Way Forum – Councillor Nowell. No meeting held.

Resolved,

That the reports be noted.

C80 Correspondence

– Climate Emergency Newsletter

The Council noted the contents of Newsletter No 9 from the Warrington Climate Emergency Commission highlighting local news, events and opportunities linked to the climate emergency response across Warrington.

– Intermodal Logistics Park North Rail Freight Interchange (ILPN RFI)

The Council noted details of the proposed interchange to be sited on land to the east of Newton-le-Willows. The statutory consultation period was open from 28 October to 23 December 2025.

C81 Planning Applications and decisions

The Council considered the following planning applications submitted for comment by the Borough Council:

1. Planning Applications and Planning Appeals

HOUSEHOLDER

Application No: 2025/01264/FULH

Application Type: Full Planning (Householder) (Householder Development)

Location: 15 Parkway, Woolston, Warrington, WA1 4BP

Proposal: Proposed single storey side and rear extension.

Application No: 2025/01304/FULH

Application Type: Full Planning (Householder) (Householder Development)

Location: 29 Walnut Close, Woolston, Warrington, WA1 4HA

Proposal: Proposed single storey rear extension and garage conversion

TREE PRESERVATION ORDER

Application No: 2025/01323/TPO

Application Type: Tree Preservation Order

Location: 54 Hillock Lane, Woolston, Warrington, WA1 4NF

Proposal: Proposed remedial pruning to 1 no. tree

NOTIFICATION ONLY

Prior approval (Householder Rear Extension) (Householder Development)

Application No: 2025/01263/HPA, the details of which are below:

Application Type: Prior approval (Householder Rear Extension) (Householder Development)

Location: 15 Parkway, Woolston, Warrington, WA1 4BP

Proposal: Proposed single storey side extension to extend beyond the rear wall by 6m, height of 3m and height of the eaves to be 3m.

Resolved,

That no representations be made in respect of the above applications submitted for consultation.

C82 Business raised by Council Members

No business raised.

C83 Accounts

Resolved,

That approval be given to the following payments:

Cheque No	Date expenditure incurred	Payee	VAT not recoverable	Amount	Purpose	S137
4857	18/09/25	Church of the Ascension Woolston	0.00	50.00	Meeting room 16 September 2025	
4858	15/10/25	Employee 1	0.00	462.43	M7 October 2025	
4859	28/10/25	Amazon.co.uk (Clerk)	0.00	11.89	Gate lock allotment site	

4860	28/10/25	Friends of Woolston Park group	0.00	500.00	Grant for uniforms for volunteers	Y
4861	28/10/25	Warrington Open Door at Christmas (WODAC)	0.00	50.00	Grant	Y
4862	28/10/25	Church of the Ascension Woolston	0.00	100.00	Grant festive events 2025	Y
4863	30/10/25	Battery Lane Allotment Association	0.00	50.00	Grant Allotment competition	Y
4864	30/10/25	PKF Littlejohn LLP	0.00	252.00	AGAR 2024-25	

C84 Date and venue of next meeting

The Council considered the date and venue of the next meeting:

Resolved,

That the next meeting be held at 7.00pm on Tuesday 9 December 2025 and the Church of the Ascension be the preferred venue in the absence of availability of the Woolston Neighbourhood Hub.

APPENDIX

Woolston October 2025 - Monthly Parish report

Neighbourhood Sergeant PS Ryan Cunliffe
Neighbourhood Officer PC David Reddington
PCSO Bethan Roberts

Anti Social Behaviour

5 Youths (1), environmental (2), personal (2)

Personal/environmental include neighbour, parking/traffic

Burglary

0 Dwelling

2 Other Business locations

Criminal Damage

1 1x vehicle

Vehicle crime

0 Theft of vehicle

2 Theft from vehicle

OTHER

- Speed monitoring – Gig Lane 26 Sep, range observed 25 to 31mph (1@ 31)
- Speed monitoring – Gig Lane 7 Oct, range observed 15 to 31mph (1@ 31)
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- [Safer Internet Day 2025 Top Tips - UK Safer Internet Centre](#)
- [Residents urged to remain vigilant following courier frauds | Cheshire Constabulary](#)
- [Over £10m lost to investment fraud in Cheshire in 2024 | Cheshire Constabulary](#)
- www.cheshire.police.uk/news/cheshire/news/articles/2025/7/local-policing-newsletters-summer-2025/
- [Operation Lawmaker rolls into Warrington and sees further arrests and illegal bikes seized | Cheshire Constabulary](#)
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- For further information and how to download the Hollie Guard App [Cheshire Constabulary](#) and The Hollie Gazzard Trust working together to keep people safe across Cheshire | [Cheshire Constabulary](#)
- To tackle nuisance off-road motorbikes we need the following information – detailed descriptions of the bikes and riders, where the bikes are kept (lock-ups, garage locations), names if possible. Please quote ‘Operation Scrambler’ when you call Cheshire Police on 101. We continue our patrols and appeal for anyone with information to help us identify these individuals to get in touch (Crimestoppers 0800 555 111)

- The new Warrington Youth Zone opened in Warrington town centre in July 2022, the website provides for further information about membership and sessions
Website: <https://warringtonyouthzone.org>
What's On - Warrington Youth Zone
- The Environment Agency have a 24hr hotline 0800 80 70 60 for members of the public to report matters such as flooding from rivers/streams, poaching/illegal fishing to them
- <https://www.gov.uk/report-an-environmental-incident>
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- 24/7 mental health crisis lines free to call

North West Boroughs Healthcare has upgraded its existing 24/7 mental health crisis lines to Freephone numbers. This means they are now free to call from both landlines and mobile phones. The new dedicated phone numbers are:

- 0800 051 1508 for people living in Halton, Knowsley, St Helens and Warrington
- 0800 051 3253 for people living in Wigan

The crisis lines provide support 24 hours a day, seven days a week to people of all ages, including children and young people, who need urgent mental health support. You do not need to be known to our services to contact our crisis lines; they are available for patients and public.

Please be assured, anyone who dials the original local numbers will still reach our mental health crisis teams first time, without the need to be diverted

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Please advise people reporting an incident/crime to ring Cheshire Constabulary on 101 (999 in case of emergency) so it can be recorded correctly - not via facebook/email

Online Reporting portal is available via the Cheshire Constabulary website to report certain crimes, incidents, issues:-

<https://www.cheshire.police.uk/ro/report/>

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Useful Links offering advice and information:-

Online safety and advice

<https://www.cheshire.police.uk/advice/advice-and-information/fa/fraud/useful-contacts-for-fraud-cyber-crime-advice/>

<https://www.getsafeonline.org/safeguarding-children/>

Advice & information regarding risks of substance abuse available on FRANK

<https://www.talktofrank.com/>

Home/Business safety and security information

<https://www.cheshire.police.uk/cp/crime-prevention/residential-burglary/>

<https://www.cheshire.police.uk/cp/crime-prevention/non-residential-burglary/>

<https://www.cheshire.police.uk/cp/crime-prevention/theft-from-a-vehicle/vehicle-safe-and-sound/>

Advice to help keep your bicycle safe

<https://www.cheshire.police.uk/cp/crime-prevention/theft-of-a-bicycle/how-safe-is-your-bike/>

Whilst the majority of dog owners act responsibly, a few do not always pick up and bin their dog's mess. Residents can use the WBC online reports to provide them with information which could help to identify irresponsible dog owners

<https://www.warrington.gov.uk/dog-fouling>

[Leave only pawprints | warrington.gov.uk](https://www.warrington.gov.uk/leave-only-pawprints)

WBC online reporting portal:-

[Report and Apply | warrington.gov.uk](https://www.warrington.gov.uk/report-and-apply)

If you or someone you know needs advice and support regarding domestic abuse

<https://www.openthedoorcheshire.org.uk/>

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Schools & other events

Test purchasing checks conducted – stores across Warrington East

Dr Bike session on Woolston Park (bicycle safety & security)

Police Museum / VPX –both held during August

Surgery

Rixton & Woolston PCSO Surgery at Woolston Neighbourhood Hub (car park)

Dates/times subject to change due to operational commitments

Face to face drop-in surgeries – 17 Oct 1800 – 1900; 21 Oct 1100 – 1200; 18 Nov 1800 - 1900

Mobile drop in surgeries are advertised on the Warrington East Police Facebook page

Chairman.....