

MINUTES OF THE MEETING OF THE WOOLSTON PARISH COUNCIL HELD AT THE WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD, WOOLSTON ON 27 MARCH 2024

Present: Councillor M Banner (Chairman)

Councillors: P Smith, D Nowell, M Pearce, S Rydzkowski, R Tynan

Apologies for absence: Councillors J Greenslade, MH Greenslade, D Hill, A McCarthy

C88 Appointment of Chairman

Resolved,

That in the absence of the Chairman and Vice Chairman, Councillor Banner be appointed as Chairman of this meeting.

C89 Chairman's remarks

The Chairman welcomed members and members of the public to the meeting.

C90 Code of Conduct – Declarations of Interest

Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

There were no declarations of interest.

C91 Apologies for absence

Apologies for absence were received from Councillors J Greenslade, MH Greenslade, and A McCarthy through illness and D Hill through family care.

Councillor AJ Hill had been informed that his term of office as a parish councillor had ended because of not fulfilling the requirement to attend meetings.

C92 Minutes of the previous meeting

Resolved,

That the minutes of the meeting held on 24 January 2024 be taken as read and signed as a correct record.

C93 Matters of report from previous minutes

No matters to report.

C94 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
Councillor Tynan - no matters to report

2. Matters raised with the Borough Council

2.1 Lincoln Close – issues raised by residents relating to the operation of a private care home
Residents of Lincoln Close attended the meeting to seek the support of the Council in making representations regarding the operation of a residential institution from a house in the close. The Borough Council had issued a Section 192 (Lawful Development Certificate) in April 2021 for the proposed use of a dwelling house (C3) as a residential institution (C2) – application 2021/38690. Since that time there had been several incidents, some major involving the emergency services. Representations had been made to the company. Following the receipt of the representations Councillor Tynan had reported the matter to the Borough Council and the residents had been made aware of the response from the Director-Children’s Social Care. The Director of the authority who had placed the child and Ofsted were to be contacted about the matters raised; residents could also contact Ofsted direct to raise concerns about the providers. It was noted that planning officers had advised that this was permissive planning (did not need planning permission) and any intervention was limited using planning powers.

Residents were informed of the role of the Safeguarding Panel and advised to enquire if the Panel had been made aware of their concerns on the operation of the home and the effects on residents of the close.

Councillor Tynan agreed to contact the Chief Executive regarding this matter and to ensure that it was brought to the attention of the Safeguarding Panel.

2.2 Bridge Road – planning and traffic issues

Following the meeting with the representative of residents in Bridge Road the objection submitted to planning application 2023/01560/FUL Williams Tarr & Co., Williams, Bridge Road by the residents had been supported. Councillor Tynan also reported on an objection submitted by the residents to the Traffic Commissioners to an application from Corbetts Support Solutions Ltd for an operator’s licence. The information provided had been supplied to the Borough Council’s planning officers for their comments and to make them aware of the concerns regarding the use of Bridge Road by heavy goods vehicles. Support would continue to be provided to the residents.

2.3 Borough Council review of road safety on Holes Lane, Hillock Lane and Gig Lane – no matters to report.

Resolved,

That the report be noted, and the identified action approved.

C95 Policing of Woolston

– Warrington Working Together event 2 November 2023- review of action

No matters to report.

– community liaison report

The Council considered the monthly reports for February and March 2024:

Resolved,
That the monthly reports be noted.
(Please see appendix for a copy of the reports).

C96 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 footpaths and on issues that had been reported to the Borough Council:

- New Cut towpath – palisade fencing leaning over the path; wall of soil collapsing over the path. No response from the Borough Council.
- Areas of Giant Hogweed and Japanese Knotweed identified.

Resolved,

That

1. the report be noted;
2. further representations be made regarding the fencing adjacent to the canal towpath.

3. Development of “Old Billy” scheme – progress on implementation

Further to Minute C83(1) 3. – 24 January 2024, the Clerk reported that the final design of the signs produced by the Borough Council had been provided to members, Culture Warrington, the New Cut Heritage and Ecology Trail Group and Poulton with Fearnhead parish council. No adverse comments had been received and work was proceeding led by the Borough Council on siting the signs along the towpath including the information boards at the Weir Lane Viewing area and Paddington Bank. The Trail Group had agreed to instal the 5 signs along the towpath, and it was hoped that the works would be completed for the Easter school holidays:

Resolved,

That

1. the report be accepted and the thanks of the Council be recorded to all those who have supported the scheme;
2. consideration be given to options to mark the completion of the scheme.

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

4. Ranger Cabin, Woolston Park – representations to the Borough Council

Further to Minute C83(1)4. – 24 January 2024, the Clerk reported that no further response had been received to the representations made to the Borough Council on the provision of a replacement facility.

Councillor Smith supplied a copy of an email from the Friends of Woolston Park group (FoWP) to the Borough Council sent on 7 March 2024. This provided details of action taken by the FoWP in association with Bruche Athletic JFC to support repair works to the Ranger Cabin discussed at the meeting held on 20 November 2023 with Borough Council officers. The FoWP had raised £1,000 to fund the work and had secured additional funding of £500. Bruche Athletic had raised over £1,000 through a public appeal. The contribution agreed by the parish council was noted and consideration given to earmarking this assistance in the next financial year. The money raised was sufficient to fund the proposed repairs for work to be undertaken by volunteers.

No response had been received from the Borough Council and the situation was becoming urgent for a decision to be known:

Resolved,

That

1. the report be noted with concern;
2. a sum of £1,000 be earmarked in the budget for 2024/25 for assisting repairs to the Ranger Cabin.

5. Wildflower planting scheme 2024

The Clerk reported details from the Borough Council on the invitation to parish councils to support the planting of flower meadows. The scheme had been supported in 2023 in the grassed area adjacent to old Manchester Road. Provision had been made in the budget and approval given to support the scheme to meet the deadline for a response to the Borough Council:

Resolved,

That approval be given to the action taken in supporting the scheme to the sum of £500 as agreed for the year 2023 for planting in the grassed area adjacent to old Manchester Road.

6. Martinscroft Village Green – repairs to trip rail

The Council noted further to Minute C83(1)2. – 24 January 2024 that the contractor was to undertake the repair works.

6. Battery Lane Allotment site

– installation of new entrance gates

Further to Minute C83(1)6. – 24 January 2024, the Council noted that the new entrance gates had been installed.

– maintenance of Battery Lane and access track to the site

The Clerk reported that the Battery Lane Allotment Association had requested approval from the Borough Council to allow their volunteers to carry out repairs to the entrance track from Battery Lane to the site entrance. The Borough Council had filled potholes on Battery Lane

following representations from the Council and residents, but further works were required. Requests for works to this length were reported to the Public Rights of Way Officer:

Resolved,
That the report be noted.

- management matters

No items to report.

(2) Finance and General Committee

1. Conduct of council meetings and business during the period of the Covid 19 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 taken under the scheme of delegation

No items to report.

3. Register of Members' interests – publication of information

The Clerk reported on the publication of the form for the declaration of information of members interests:

Resolved,
That the report be accepted.

4. Annual Review of procedures and documents

The Clerk reported on the review of the following procedures and documents and to recommend any changes to the Council:

Resolved,
That

1. the following procedures and documents be approved:

- 1.1 Financial Regulations.
- 1.2 Standing Orders.
- 1.3 Risk assessment.
- 1.4 Review of adequacy of insurance arrangements.
- 1.5 Fixed asset register.
- 1.6 Complaints procedure.
- 1.7 Procedure for handling requests made under the Freedom of Information Act 2000 and the General Data Protection Regulations.

- 1.8 Procedure for dealing with the press/media.
- 1.9 The Code of Conduct.
- 1.10 Rates of pay and review of employee contract.
- 1.11 Retention of documents and combined data protection and security Policy.

2. the model Financial Regulations of the National Association of Local Councils be amended to include the conventions adopted by the Council and introduced for the 2024-25 financial year.

– Review of earmarked reserves 2024-25

Resolved,

That the earmarked reserves for 2024-25 be amended by the addition of £1,000 for assisting repairs to the Ranger Cabin in Woolston Park.

– applications for grant aid

No applications to consider.

C97 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 – no meeting held. Information was published by the group on their website.
- Friends of Woolston Park group – report by Councillor Smith on activities by FoWP group since the last Council meeting and related information:
 - Maintenance of the park environment
 - Regular Monday workdays involving: litter picking, weeding and maintenance of flower beds.
 - Weeding and maintenance of the Jubilee Garden.
 - Trimming of shrubs obscuring park signage.
 - A commitment to repair a number of significant potholes in the car park has been given by the Borough Council.
 - Damaged/missing railings on a bridge over the brook has been reported to the Borough Council.
 - Maintenance of Ranger Cabin
 - The £2000 funding target necessary to support proposals by FoWP and Bruche Athletic JFC to repair the Ranger Cabin has been reached and the Borough Council has not yet responded to the proposed repair programme. FoWP wrote to the Borough Council again on 7 March 2024 requesting a decision, but so far there has been no response.
- Further repairs to the front door of the Ranger Cabin have been made.

Engagement with young people

- A Young Friends archery session was held on 9 March 2024.
- Preparations for the Easter Eggstravaganza event on 4 April 2024 are ongoing, including a donation of 30 Easter Eggs by Tesco.

Anti-social behaviour

- A number of fly-tipped items have been recovered from the park, including two large safety barriers, a large gas bottle and an industrial control panel.
- Two fly-tipped items were too heavy to recover, a metal shed and a large tractor tyre.
- A fluorescent green discharge in the brook was reported to the Environment Agency on 12 February 2024. Members suggested this may be a tracing dye used by the Agency.

Public Rights of Way Forum – Councillor Nowell

Following the special meeting of the Forum held on 18 January 2024 a further meeting had been held on 14 March 2024 to consider the action taken after considering the results of consultation. Comments had been by Councillor Nowell on the initial plan on behalf of the Council.

The slides provided by the Borough Council from the special meeting of the Forum held on 14 March 2024 had been sent to all members:

- the proposed draft Vision and Objectives for the new Rights of Way Improvement Plan (ROWIP) – p5.
- the draft Action Plan for the new ROWIP (p6-p10 Tables a-e.).
 - the key problems and issues for each Objective.
 - the proposed Actions/Solutions to address these problems.
- feedback on key issues or actions that were missing from the draft Action Plan.

Councillor Nowell reported that there had been no new themes and noted that there was only one item relating to the natural environment.

Resolved,

That

1. the reports be noted;
2. Councillor Nowell be thanked for his submission on behalf of the Council on the draft Action Plan for the new ROWIP.

C98 Correspondence – consultation and information

- Cheshire and Warrington Local Nature Recovery Strategy

The Council noted information from the Borough Council on the development of the strategy.

- LiveWire transfers to Warrington BC

The Council noted information from the LiveWire CIC that its services were to be brought “in House” from 1 March 2024. This means that the Council had decided to take direct control of LiveWire’s services, facilities and staff.

- **Notice of Election 2 May 2024**

The Council noted information from the Borough Council on the publication of Notice of Election for wards in the parish. In the event that any election was contested the poll would be held on 2 May 2024. Similar notices had been published for all parished areas in the Borough.

- **Unauthorised encampment – Holiday Inn**

The Council noted information from the Cheshire and Warrington Traveller Team on an unauthorised encampment at the Holiday Inn on 20 March 2024. Information had been supplied that this use had ended the same day.

- **Padgate and Woolston Walking Day 2024**

The Council noted information from the Churches Together in East Warrington that this year's event was to be held on Saturday 22 June.

C99 Planning Applications and decisions

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

Applications for consideration at the meeting:

PLANNING APPLICATION	LOCATION	PROPOSAL
OUTLINE PLANNING		
2023/01492/OUT	Centre 21 Bridge Lane	Demolition of existing industrial building referenced 6C to 6F and construct of new light industrial buildings referenced 6C to 6F
FOR INFORMATION ONLY		
22024/00211/DISCON	Omega access North, Omega Access North, New Cut Lane WA1 4AG	Discharge of conditions no. 8 surface water drainage and no.10 land contamination for application 2021/39274.
FULL PLANNING-HOUSEHOLDER (HOUSEHOLDER DEVELOPMENT)		

2024/00100/FULH	4 Brinkhorst Way WA1 4LG	Singley storey rear extension and part double rear extension
2024/00278/FULH	80 Longbarn Lane WA1 4QR	Single storey rear extension.
2024/00210/FULH	124 Cliftonville Road WA1 4BH	Single storey rear extension.
2024/00033/FULH	116 Longbarn Lane WA1 4QR	Double storey side extension.
2024/00163/FULH	29 Lawson Close, WA1 4EG	Removal of pitched roof to existing single storey, single storey flat roof rear extension infill+associated rear and side paving.
PLANNING APPEAL DECISIONS		
None to report		
PLANNING APPEALS		
2022/41748	Mill Cottage, Manchester Road 212 Manchester Road WA1 4HL	New dwelling, detached bike store, creation of new access and parking spaces.

The Council on 24 January 2024 (Minute C82 Borough Council business) had received representations from a resident of Bridge Road on behalf of her neighbours in respect of Application 2023/01560/FUL Williams Tarr & Co., Williams, Bridge Road. Because of the detailed consideration required the Council agreed that the resident(s) should have the opportunity to meet with Borough Councillor Tynan, with the Clerk in attendance, before submitting an objection or comments. This meeting took place on 31 January 2024 and the following objection was sent by the Council that day, just outside the 21-day period:

- 1.Environmental issues relating to noise and nuisance to residents resulting from the unreasonable delivery hours proposed of 0700-2300 hours involving Heavy Goods Vehicles and other traffic in relation to Bridge Road and other roads used for access.
2. Support is given to the representations and objections submitted by the resident of 12 Bridge Road.

On 29 February 2024 an email had been received from the Borough Council stating that as the objection from Woolston Parish Council was received outside the 21-day call in period the application will be decided by officers through delegated powers. The consultation was sent on the Parish Council on the 9 January 2024 and the objection was acknowledged as being received on 31 January 2024.

The Clerk reported that notice had been received by email from the Borough Council on

27 March 2024 of amendments to the application and inviting comments to be made. It was considered that this should allow the opportunity for the application to be subject to the call-in process. Given that the letter had arrived on the day of the meeting members had not had an opportunity to view the application online or to be aware of the views of residents. Councillor Tynan reported that as Borough Ward Councillor he would give notice to officers to call in the application for consideration by the Development Management Committee:

Resolved,

That

- 1.the Council's objection to application 2023/01560 be confirmed and the action to call in the application to allow determination to be made by the Development Management Committee be supported;
2. no comments be made in respect of the other applications listed.

C100 Business raised by Council Members

No matters raised.

C101 Accounts

Resolved,

That approval be given to the following payments:

Cheque No	Date expenditure incurred	Payee	VAT not recoverable	Amount	Purpose	S137
4742	31/01/24	David J Platt Landscapes Ltd	0.00	2977.77	Christmas tree 2023	
4743	31/01/24	Great Schools Trust Warrington (Kings LA)	0.00	84.23	Reimbursement for materials	
4744	15/02/24	Employee 1	0.00	462.23	M11 February 2024	
4745	15/02/24	Warrington BC	0.00	1061.30	By election April 2022	

4746	15/02/24	Warrington BC	0.00	722.81	Election May 2021	
4747	15/02/24	Warrington BC	03.00	2055.60	Remembrance Sunday November 2023	
4748	15/02/24	Warrington BC	0.00	787.55	Christmas tree lights	
4749	15/02/24	Warrington BC	0.00	540.00	A57 Manchester Road planting summer 2023	
4750	15/02/24	J Sainsburys (Clerk)	0.00	7.50	Stationery	
4751	15/02/24	AJ Store (Clerk)	0.00	50.00	Postage stamps	
4752	15/02/24	Live Wire CIC	0.00	42.00	Room hire 24 January 2024	
4753	15/02/24	Microsoft plc (Clerk)	0.00	79.99	Software licence 2024-25	
4754	27/03/24	Employee 1	0.00	462.23	M12 March 2024	
4755	27/03/24	HM Revenue and Customs (Clerk)	0.00	346.60	PAYE Months 10-12	
4756	27/03/24	David Webster & Sons Ltd	0.00	2376.00	Allotment site – supply and installation of gates	

4757	27/03/24	Orangutan TM Ltd	0.00	420.00	Intouch subscription £360 and domain subscription £60 2024-25	
4758		VOID				
4759	27/03/24	Zurich Municipal	0.00	1678.98	Insurance premium 2024-25	

APPENDIX

**Woolston
February 2024 - Monthly Parish report**

**Neighbourhood Sergeant PS Nathan Gulam
Neighbourhood Officer PC
PCSO Bethan Roberts**

Anti Social Behaviour

6 Youths (0), environmental (6), personal (0)
Personal/environmental include neighbour, parking/traffic

Burglary

0 Dwelling
0 Other

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Criminal Damage

0

Vehicle crime

0 Theft of vehicle
1 Theft from vehicle (Business)

OTHER

- Speed enforcement 20/01/24 Gig Lane – Range observed 21 to 29mph
- Speed enforcement 11/02/24 Gig Lane – Range observed 22 to 30mph
- [Cheshire’s Roads and Crime Unit make 1,650 arrests in 2023 | Cheshire Constabulary](#)
- [Five men charged in connection to Warrington burglary series | Cheshire Constabulary](#)
- [Police continue to warn Warrington residents to be vigilant against courier fraud | Cheshire Constabulary](#)
- 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>
- 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>
- 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

.....
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>

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

Surgery

Rixton & Woolston PCSO Surgery at Woolston Neighbourhood Hub

Face to face drop-in surgeries – dates to be confirmed

Woolston

March 2024 - Monthly Parish report

Neighbourhood Sergeant PS Nathan Gulam

Neighbourhood Officer PC

PCSO Bethan Roberts

Anti Social Behaviour

4 Youths (1), environmental (3), personal (0)

Personal/environmental include neighbour, parking/traffic

Burglary

0 Dwelling

0 Other

.....
Criminal Damage

7 2 are linked incidents

Vehicle crime

0 Theft of vehicle

1 Theft from vehicle

OTHER

- Speed enforcement 26/02/24, 15/03/24 Gig Lane – No activations
- Speed enforcement 09/03/24 Hillock Lane – no activations
- Input delivered to Yr 5 and 6 from Woolston CP, Woolston CE, St Peters – Crime & Consequence, ASB, Road Safety
- [Cheshire's Roads and Crime Unit make 1,650 arrests in 2023 | Cheshire Constabulary](#)
- [Five men charged in connection to Warrington burglary series | Cheshire Constabulary](#)
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Chairman.....