

## **MINUTES OF THE ANNUAL MEETING OF THE WOOLSTON PARISH COUNCIL HELD AT THE WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD, WOOLSTON ON 24 MAY 2023**

**Present:** Councillor J Greenslade (Chairman)  
Councillors: M Banner, M Czekalski, MH Greenslade, D Hill, A McCarthy, D Nowell, M Pearce, R Tynan

**Apologies for absence:** Councillor AJ Hill, P Smith, S Rydzkowski

### **C1 Election of Chairman**

Resolved,  
That Councillor J Greenslade be elected Chairman of the Council for the ensuing year.  
*(Councillor J Greenslade completed the Declaration of Acceptance of Office).*

### **C2 Chairman's remarks**

The Council recorded their thanks to Councillor Hill for the way she had undertaken the duties of Chairman during the past year.

### **C3 Election of Vice Chairman**

Resolved,  
That Councillor D Hill be appointed Vice Chairman of the Council for the ensuing year.

### **C4 Apologies for absence**

Apologies for absence were noted from Councillors AJ Hill, Rydzkowski and Smith.  
Councillor Tynan was attending a training session for members of the Borough Council and intended attending later.

### **C5 Code of Conduct – declarations of interest Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

There were no declarations of interest.

### **C6 Minutes of the previous meetings**

Resolved,  
That the minutes of the meeting held on 26 April 2023 be taken as read and signed as a correct record.

### **C7 Review of the terms of reference for committees 2023-24, including any delegation of powers, and to appoint the Chairman and members to serve on the under-mentioned committees (a) Environment and Amenities;(b) Finance and General**

The Council considered a report of the Clerk on the terms of reference for committees 2023-24:

Resolved,

That approval be given to the terms of reference for 2023-24, as set out in the report of the Clerk, and the following committees be established consisting of all members of the Council and to the appointment of Chairmen as follows:

Environment and Amenities Committee – Councillor J Greenslade

Finance and General Committee – Councillor M Banner

### **C8 Appointment of any new committees**

Resolved,

That no new committees be appointed for the year 2023-24.

### **C9 Review of procedures**

Resolved,

That the Finance and General Committee undertake the following:

- a) Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses;
- b) In an election year, to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future;
- c) Review of inventory of land and other assets including buildings and office equipment;
- d) Confirmation of arrangements for insurance cover in respect of all insurable risks;
- e) Review of the Council's and/or staff subscriptions to other bodies;
- f) Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
- g) Review of the Council's policy for dealing with the press/media;
- h) Review of the Council's employment policies and procedures;
- i) Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence;
- j) Review of the Council's complaints procedure;
- k) Review of standing orders, financial regulations and risk assessment;
- l) Review of the Code of Conduct.

### **C10 Review of representation on or work with external bodies and arrangements for reporting back to the council and appointment of representatives**

Resolved,

That approval be given to the following appointments to outside bodies with reports being made to each meeting of the Council by the representatives:

New Cut Heritage and Ecology Trail Group – Councillor J Greenslade

Friends of Woolston Park – Councillors P Smith and R Tynan

Public Rights of Way Forum – Councillor D Nowell

## **C11 Committee matters**

The Council considered matters relating to the undermentioned committees:

### **(1) Environment and Amenities Committee**

#### **1. Parish Path Warden scheme – appointment of Path Warden**

Resolved,

That Councillor Nowell be appointed as Parish Path Warden for the ensuing year as part of the Borough Council's Path Warden scheme.

#### **2. Development of "Old Billy" scheme**

Further to the report to the Council (Minute C121 – 26 April 2023) the Clerk reported that Culture Warrington had appointed an illustrator who was producing sections of the book on Old Billy and to complete the designs of the signs to be displayed on the New Cut canal. Culture Warrington were to invite local schools to attend an awareness session and to offer the Old Billy book when completed for use at their schools. Details of the outreach scheme being developed in partnership with the parish council and Borough Council would also be reported.

Culture Warrington were to provide the illustrations to the Borough Council to allow a draft to be produced of each sign:

Resolved,

That the report be accepted.

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

### **(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 the current Government guidance on the conduct of business during the Coronavirus pandemic.

#### **2. Applications for grant aid**

No applications to report.

#### **3. Management accounts – periods ending March 2023 and year ending 2022-23**

The Clerk submitted the quarterly accounts for the period ending March 2023 and for the year ending 2022-23:

Resolved,

That the management accounts be accepted.

## **C12 Calendar of Council and committee meetings 2023-24**

The Council considered a report of the Clerk on the time and place of meetings of the full council and standing committees up to and including the next annual meeting of the full council. The dates avoided Development Management Committee meetings of the Borough Council and meetings of the Rixton with Glazebrook parish council in accordance with previous decisions.

The calendar identified the dates of meetings to be held and reserved dates for meetings:

Resolved,

That the report on the calendar of meetings for 2023-24 be accepted.

## **C13 Matters of report from previous minutes**

### **- C108(2)8. –29 March 2023 – Woolston Eyes Conservation Group – access and facilities**

The Clerk reported that a response had been received from the Group that access was available as far as possible to those requiring access in a wheelchair and that there was a Portoloo on site which was cleaned, emptied and sanitised every two weeks.

Councillor Nowell reported on other issues relating to the use of Woolston Eyes, and it was

Resolved,

That Councillor Nowell be requested to provide a note of items for referral to the Group.

### **- C121(2) 5. – 26 April 2023 - Arrangements for planting in the Jubilee Garden in memory of HM Queen Elizabeth II**

Councillor D Hill reported that she had attended the planting of rose bushes as Chair of the Council and expressed her appreciation to the Friends of Woolston Park Group for their assistance with the scheme:

Resolved,

That Councillor Hill be thanked for her report and the thanks of the Council be recorded to the FoWP group.

### **- C123 – 26 April 2023 – preconsultation – proposed radio base installation at WAR 25997 Holes Lane**

The Council noted that no response had been received to the representations made to company objecting to the siting of the radio mast on Holes Lane and the suggested alternative of the Grange Employment Area estate.

## **C14 Policing of Woolston – community liaison report**

The Council considered the monthly report for May 2023. The Clerk reported that the Neighbourhood Officer, PC Taylor had given her apologies for not being able to attend a Council meeting since her deployment to the parish. This was because of operational priorities and patterns of shift work. PCSO Roberts was also unable to attend and the Neighbourhood Sergeant, PS Gulam was to attend but commitments on the day had

prevented this. An update had been provided regarding the report made by the Council of unauthorised fires in Woolston Park. A youth had been identified and the Police were confident that another youth would be identified, and action was being taken:

Resolved,

That

1. the response from the Police regarding the request to attend meetings be noted together with the information relating to the incident in Woolston Park;
2. the monthly report be noted.  
*(Please see appendix for a copy of the report).*

### **C15 Borough Council business**

To receive 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).

Borough Council business:

1. Holiday Inn hotel, Manchester Road  
Further to Minute C120 – 26 April 2023 the Council gave consideration to the use of the Holiday Inn hotel by the Home Office for asylum accommodation. A letter had been published by the Warrington Guardian on 4 May 2023 from the Chief Executive of the Borough Council to the Home Office providing details of approaches made to protest against the planned use of the hotel. The use of the hotel by the Home Office had commenced despite representations being made.
2. Borough Council Review of road safety on Holes Lane, Hillock Lane and Gig Lane -  
Councillor Eastty had reported that officers were to carry out a survey on Gig Lane in May 2023 to help gain an understanding of the traffic speeds on this road and to help determine if any traffic management measures can be considered.  
*(Councillor Tynan in attendance).*
3. Surfacing of the path to Woolston Playing Fields – Councillor Tynan agreed to request a site meeting with officers.
4. A57 Manchester Road – maintenance of trees – no further information to report.
5. Estate Agent signs in the highway verge, A57 Manchester Road – the remaining sign had been removed.

Reports from Borough Councillors

Councillor Hill

- Further requests had been made to fill in potholes in the highway.
- Alleyways in residential areas were scheduled to be cleared up. Discussions were taking place with Torus regarding maintenance responsibility for the route between Hall Road and Warren Lane.

Councillor Tynan

- Officers had responded that the bus shelter replacement programme being carried out across the Borough had been delayed but was proceeding. Concern was again expressed at the delay in the replacement of the outbound shelter on the A57

Manchester Road adjacent to the junction with Laburnum Avenue. Councillor Tynan agreed to raise this matter with officers.

Borough Council business raised by members

- Dam Lane, repairs to knee rail fence opposite the shopping precinct – the Borough Council had inspected the damage to the fence and reported that no action was required to the slight damage. Councillor Tynan agreed to raise this matter with officers.
- Noted that potholes in the highway on lengths of Manchester Road had been resurfaced.

Resolved,

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

### **C16 Correspondence – consultation and information**

No matters to report.

### **C17 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
FULL PLANNING		
2023/00577/FUL	73 Manchester Road Woolston	Replacement gate and fence at existing self-storage facility
FULL PLANNING-HOUSEHOLDER (HOUSEHOLDER DEVELOPMENT)		
2023/00560/FULH	6 Tarn Court, WA1 4QA	Proposed storey side, front and rear extension.
PLANNING DECISIONS		
FULL PLANNING		
2022/41748	Mill Cottage, Manchester Road WA1 4HL	New dwelling, detached bike store, creation of new access and parking spaces. Refused – decision notice dated, 17 May 2023.
PLANNING APPEALS		
None to report.		

Resolved,

That no comments be made in respect of the applications listed subject to any further comments received from members and the decisions on applications be noted.

### **C18 Business raised by Council Members**

#### **– Friends of Woolston Park group**

Councillor Pearce submitted a report on the work of the group during May 2023. The Council also received a report on fly-tipping in Woolston Park:

Resolved,

That

1. the thanks of the Council be recorded to Councillor Pearce for her informative reports on the work of the group during her time as representative from the Council;
2. the report on action taken by the group to remove fly-tipping be noted.

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

#### **– Animal in the River Mersey**

Councillor Nowell had reported on what had appeared to be the remains of a horse in the river adjacent to Paddington Meadows. This had been reported to the Environment Agency and the Borough Council but no action had resulted.

The Clerk had reported the issue to the Borough Council who had responded that the Street Services Section on 2 May 2023 had visited the location to remove the remains but had been unsuccessful because the horse was completely within the water. The supervisor had contacted the Environment Agency, as the body responsible, to advise them of the need to arrange removal. It was noted that the remains had since moved downstream:

Resolved,

That the report be noted including the responsibility of each organisation.

### **C19 Accounts**

Resolved,

That approval be given to the following payments:

<b>Cheque No</b>	<b>Date expenditure incurred</b>	<b>Payee</b>	<b>VAT not recoverable</b>	<b>Amount</b>	<b>Purpose</b>	<b>S137</b>
4686	27/4/23	Employee 1	0.00	413.76	M1 April 2023	
4687	18/5/23	Employee 1	0.00	413.76	M2 May 2023	

4688	24/5/23	Timpson (Clerk)	0.00	35.00	Keys allotment site	
4689	24/5/23	Friends of Woolston Park	0.00	44.98	Reimbursement for purchase of roses for the Jubilee Garden	Yes
4690	24/5/23	LiveWire CIC	0.00	42.00	Room hire 26 April 2023	



## APPENDIX

Woolston

May 2023 - Monthly Parish report

Neighbourhood Sergeant PS Nathan Gulam

Neighbourhood Officer PC Victoria Taylor

PCSO Bethan Roberts

### Anti Social Behaviour

2 Youths (0), environmental (2), personal (0)

Personal/environmental include neighbour, parking/traffic

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### Burglary

0 Dwelling

0 Other

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### Criminal Damage

1

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### Vehicle crime

1 Theft of vehicle

1 Theft from vehicle            Parts

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### OTHER

- Operation Scrambler – Off Road Motorbike team active patrols across Warrington East during Apr/May
- Working with County Fire and local schools in relation to deliberate fire call outs on Woolston Park. Contact been made with high schools, arrangements made for joint input with County Fire about the consequences and dangers of fires. We have been following up information provided by members of the public to help in identifying youths involved in setting deliberate fires
- 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>
- 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).

- 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/twitter/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>

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**

Schools – liaised with schools regarding talks/visits

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**Surgery**

Rixton & Woolston PCSO Surgery at Woolston Neighbourhood Hub

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

PARISH COUNCIL NOTES – MAY 2023 FOR FOWP

Monday 1 May 2023 – FOWP Work Day

There was no FOWP Work Day as it was a Bank Holiday but 10 of the Friends came to do a bird walk. One of the Friends is a very keen bird watcher, he explained which birds made each sound. There certainly are lots of different birds in our park. After going along pathways in the park we returned through the woodlands. It was a lovely walk listening to birds and there were so many beautiful flowers throughout the woodlands.

Monday 8 May 2023 – Work Day

No work today as it is another Bank Holiday, this one for the King.

Saturday 13 May 2023 – YFOWP plus Planting of Roses for the late Queen

9 Young friends attended with parents on this lovely sunny morning. We set off to the wildflower meadow, on the way they stopped to look in the Jubilee Garden using tiny magnifying glasses to look for insects, then onwards to the meadow where they found a good variety of insects and the Chairman explained all the various types to them. We returned to the cabin where they had a morning snack of toast and a drink.

It had been arranged for the FOWP to attend this day for the planting of roses in remembrance of our late Queen Elizabeth. The roses are now in place and look really lovely.

We then returned with the Young Friends to the cabin to get the litter picking equipment to do a short litter picking to end the session.

Monday 15 May 2023 – FOWP Work Day plus an arranged tour with Fungal Punk Dave

There was a good attendance for the walk with Dave, the fungal punk man. The Chairman also went along with them. At the moment I have no details of how the walk went but feel sure it would be good, as it usually is.

Not much to report today, it was a quiet morning for the Friends with 4 of us litter picking and a couple working around the cabin. We finished early as the person who had a key to the cabin door had another appointment.

Note about the cabin: The floor behind the front cabin door has been repaired by the Council and the Friends will be laying some grey flooring. The Friends have had Council permission to lay the flooring.

Monday 22 May 2023 – FOWP Work Day

Quite a lot of the Friends attended on this lovely warm morning and went off doing their usual workloads. Unfortunately, quite a lot of household items had been dumped in the park which meant our volunteer Friends spend their time clearing up this awful mess. I was mostly working alone, firstly filling the bird feeders then weeding both troughs then filling them with new Summer plants.

Chairman.....