

MINUTES OF A MEETING OF THE WOOLSTON PARISH COUNCIL HELD AT THE WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD, WOOLSTON ON 14 SEPTEMBER 2016

Present: Councillor J Greenslade (Chairman)
Councillors: M Banner, MH Greenslade, D Hill, A McCarthy,
D Nowell, M Pearce, S Rydzkowski

Apologies for absence: Councillors M Creaghan, AJ Hill, P Wright

C49 Code of Conduct – declarations of interest
Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

No declarations were made at the opening of the meeting.

C50 Apologies for absence

The Council noted that Councillors Creaghan and Wright had both submitted an apology for absence on the grounds of attending meetings as a Borough Councillor.

C51 Minutes of the previous meeting

Resolved,

That the minutes of the meeting held on 20 July 2016 be taken as read and signed as a correct record.

C52 Adjournment of meeting

Resolved,

That the meeting be adjourned to receive representations from residents.

C53 Representations from residents

The Council received representations from residents in support of an outbound bus stop with a hard-standing to be sited opposite St Peter RC School. At present bus services used this location but no passenger services had been provided. The meeting received a report from Borough Councillor McCarthy on consultation between the Borough Council and residents that had taken place on the installation of facilities that had resulted in opposition to works. It was noted that this matter was ongoing having been raised with Borough Councillor Hill following representations to him by residents.

C54 Matters of report from previous minutes

There were no matters to report.

C55 Policing of Woolston – community liaison report

The Council received a report from the Police Community Support Officer on the policing of Woolston. Details were submitted of the number and type of incidents in the parish since the last meeting and on action taken by the police. This included reports on:

- Obstruction caused by parking of vehicles adjacent to local schools at the beginning and end of the school day. Members reported on complaints from residents regarding this matter in Ryder Road, Hill Top Road and Warren Lane and the police were asked to investigate this matter and report back.
- Use of banned substances on Woolston Park.
- Incidents of anti-social behaviour by youths. Follow up action had been taken by officers.

The police were asked about checks on the speed of vehicles on A57 Manchester Road and members were asked to provide details of locations and any regular times of the day that this occurred. The matter would reported to the police mobile units for action.

C56 Borough Council business

Borough Councillor McCarthy reported on matters under consideration by the Borough Council relating to the parish and on issues that the Borough Ward members had acted on for residents including:

- Options were being developed by officers for the Weir Lane Play Area.
- Resurfacing work to remove the grassed verge had been completed to the footpath on Gig Lane following representations from residents.
- Environmental Health Officers had responded to a complaint regarding a rat infestation in the area of Mill Lane.
- The Borough Council had confirmed that the replacement of the outbound bus shelter on A57 Manchester Road opposite Grey Mist Avenue was nearing completion.
- A report had been made following the sale of parked cars on land at Manchester Road adjacent to the Woolston RBL premises.
- Removal of a freezer dumped on Ryder Road.

C57 Committee reports and recommendation

- Environment and Amenities Committee

Councillor MH Greenslade reported on matters considered at the meeting held on 14 September 2016 and the Council gave consideration to the recommendations made:

Resolved,

That

1. the report on the development adjacent to the Thelwall Viaduct be noted;
2. consideration be given with officers from the Borough Council on options for the development of the grassed area at the Hillock Lane Amenity area;
3. it be noted that there had been no further information from the Borough Council on the management and use of the Woolston Playing Fields;
4. it be noted that details are awaited form the Borough Council on use of the playing fields for the 2016-17 season to allow the trial of the new car park arrangements;
5. the report on matters relating to footpaths from the Parish Path Warden be noted;
6. it be noted that a response is awaited from the Borough Council on the siting of a replacement bus shelter at old Manchester Road;
7. following the liaison meeting with the Battery Lane Allotment Association the action listed below be approved:
 1. the Council agree to continue consideration of applications from the Association for the making of a grant of up to £50 each year to assist in works to communal areas on the site;
 2. the procedure for letting vacant plots be amended by reducing the period from 21 to 10 days for each person to respond when offered a transfer of plot or a new plot;
 3. the request from the Association for future annual rental demands to be issued in March before the commencement of the Allotment Year in April be accepted;
 4. the Clerk obtain details from the Secretary of tenants who had not received a rental demand;
 5. the offer from the Association to inform tenants when a plot was vacant be accepted;

6. the present arrangements for Spring and Autumn liaison meetings between members be maintained;
 7. the Secretary and Clerk agree arrangements for monthly contact by email/text/phone and at other times as required by either side to ensure that regular liaison is maintained relating to the allotment site.
 8. the Clerk contact the Borough Council Estates Division regarding the maintenance of the access road to the site;
 9. the repairs carried out by the Association to Battery Lane and with the assistance of David Wilson Homes in the provision of materials and the knowledge of the Borough Council Highways Section be noted;
 10. it be noted that the Council had not agreed to commit to any ongoing maintenance arrangements for Battery Lane with the Borough Council and that this would need to be kept under review;
 11. the incident of fly-tipping at the site and the removal of the waste by the Association be noted;
 12. the procedure agreed with the Borough Council for the disposal of waste from communal areas be noted;
 13. it be noted that tenants continue to be responsible for the disposal of waste that cannot be composted;
 14. approval be given to the siting of a shed for the storage of tables, chairs and similar items by the Association subject to consideration of a suitable location; the shed to be in the ownership of the Council following the completion of the work;
 15. approval be given to the creation of a Wild Flower area on the north eastern boundary of the site;
 16. the Clerk provide the Secretary with the contact details of the officer at the Borough Council;
 17. it be noted that an independent inspection of plots was to be carried out during the Autumn in addition to that undertaken in the Spring;
 18. the Clerk contact the Secretary before issuing Notices of Unsatisfactory Cultivation to allow information to be provided to the Council of any tenants in difficulty in maintaining their plot;
 19. the Clerk be authorised to also apply the principle of humanity rather than strictly objectivity in determining the issue of a Notice to a tenant whose plot is considered to be contravention of the tenancy conditions;
 20. it be noted that the Association will assist any tenant member in difficulty in maintaining their plot in the short term to avoid nuisance to adjoining plots;
 21. the offer from the Association to give consideration to maintaining a vacant plot to avoid nuisance to adjoining plots be accepted and the Clerk advise the Secretary of the date when the tenancy of a plot is to be surrendered;
 22. the Clerk, in consultation with the Chairman, be authorised to take any further action in respect of the cultivation of plots.
8. the report relating to the New Cut Heritage and Trail Group relating to issues in Woolston be noted.

- **Finance and General Committee**

Councillor McCarthy reported on matters considered at the meeting held on 14 September 2016 and the Council gave consideration to the recommendations made:

Resolved,

That

1. the report on the outcome of the training course on 25 July 2016 be noted;
2. the report on progress in the development of the website be noted;
3. the report of the external auditor on the accounts for 2015-16 be accepted;

4. the action required for the approval of future Annual Governance and Accounting Statements be noted;
5. the requirements for the submission of minutes be noted.

C58 Martinscroft Village Green – response to consultation on traffic calming scheme

The Council noted further to minute C44 20 July 2016 that the Borough Council was currently processing the public notice for the proposed works. The Borough Council's procedures for administering the process for this type of scheme was being applied.

C59 Woolston Show 2016

Councillor MH Greenslade gave a report on the Woolston Show held on Sunday 4 September. The Friends of Woolston Park group had held a debriefing session earlier today to commence the evaluation of the event and to begin planning for the 2017 Show. This event would mark the 40th anniversary of Woolston Park.

Provisional details of income and expenditure had been provided for the 2016 Show. The event had again been well attended and had been assisted by the provision of additional car parking spaces offered by the Kings Leadership Academy. The revised security arrangements prior to the event had prevented any damage to equipment. In addition to the grant from the parish council financial support had also been given by the Poulton with Fearnhead Parish Council and the Woolston and District Horticultural Society. The Society had given notice of their intention to close its activities after this year. Councillor Pearce had worked as a volunteer with the group and it was hoped that further volunteers could be recruited. It was noted that the first planning meeting for the 2017 Show was to be held on 1 October:

Resolved,

That Councillor Greenslade be thanked for her report and the thanks of the Council be recorded to Councillors Greenslade and Pearce for their work.

C60 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:

- East Warrington Neighbourhood Board – Councillor MH Greenslade reported that the Chief Executive of the Silver Line organisation had made a presentation to a joint meeting of the Boards. The aim of the organisation was to alleviate the issues of loneliness amongst older people. It was reported that more than half of all 75 year olds in the UK live alone and that one in ten suffers intense loneliness but was reluctant to ask for help. Silver Line had been launched nationally in November 2013 and researchers had been told by people that a chat on the phone was the most helpful solution when they felt lonely. Volunteers were wanted to work with the organisation.
Details had been requested of local organisations operating in the Rixton and Woolston areas to assist in promoting the community meeting.
- New Cut Heritage and Ecology Trail Group – Councillor J Greenslade reported on the work of the group including the Bat Walk and Canal talk events. It was noted that the next meeting was to be held on 26 September 2016.
- Friends of Woolston Park – no additional matters to report.
- Public Rights of Way Forum – the minutes of the Forum meeting held on 18 August 2016 had been circulated. Councillor Nowell reported that a report had been given to the New Cut Heritage and Trail Group that the path adjacent to the Warrington Fencing premises at New Cut Lane was to be resurfaced.

C61 Correspondence – consultation and information
– draft planning obligations supplementary planning (SPD) document consultation

The Council noted an email from the Borough Council regarding the decision to delay the introduction of the Community Infrastructure Levy (CIL). The Council had prepared a draft Planning Obligations SPD to set out how the Council would negotiate Section 106 agreements in the interim until the CIL was in place. The draft sought to formalise how the Council currently negotiates planning obligations rather than to introduce additional requirements.

– Police and Crime Commissioner and Chief Constable’s updates – July/August 2016

The Council noted the contents of the July/August 2016 update.

– HS2 North West Drop-in events

The Council noted details of the Drop-in events being held on the High Speed 2 railway scheme.

– Neighbourhood Bulletin

The Council noted the contents of the Bulletin for August and September 2016.

C62 Planning Applications and decisions

The Council gave consideration to the following planning applications submitted for comment by the Borough Council:

2016/28643 – Land at Bridge Lane Industrial Estate – discharge of conditions – proposed discharge of Condition 4 (Full details of the Construction Traffic Management Plan) Condition 13 (Preparatory Works) and Condition 15 (Contamination of groundwater) on previously approved application 2016/27683;

2016/28713 84 Dam Lane – proposed change of use from vacant shop (last used as a Tattoo Parlour) to Beauty Salon (sui generis)

2016/28789 – Mascrat Manor proposed discharge of Condition 4 (Remedial specification, verification and contamination) on previously approved application 2016/28094.

Resolved,

That any representations in respect of the above applications be made following consideration of any comments by Borough Ward Councillors Hill and Wright.

C63 Business raised by Members

Councillor J Greenslade suggested that consideration be given by the highway authority to the installation of a mirror to assist road users exiting from Hillock Lane to Holes Lane. It was noted that the Highway Authority did not usually approve the installation of a mirror as a traffic aid.

C64 Payment of Accounts

Resolved,

That

1. approval be given to the following payments:

Cheque No	Date expenditure incurred	Payee	VAT not Recoverable	Amount	Purpose	S137
4198	29/08/16	Employee 1	0.00	358.38	Meeting room April and May 2016	
4199	29/08/16	JRS Fabrications Ltd	0.00	96.00	Repairs to bus shelter	
4200	29/8/08/16	Royal Mail Group Ltd	0.00	312.00	PO Box annual delivery Fee	
4201	18/07/16	Live Wire CIC	0.00	16.80	Grant meeting room New Cut Heritage and Trail Group	Yes
4202	20/07/16	Live Wire CIC	0.00	33.60	Meeting room hire	
DD	27/07/16	British Telecommunication plc	0.00	40.32	Account 4828 broadband	
4203	11/08/16	BDO LLP	0.00	120.00	Audit fee 2015-16	
4204	14/09/16	Warrington BC	0.00	668.24	By election instalment charges 13 March 2014	
4205	14/09/16	Warrington BC	0.00	1073.88	By election instalment charges 22 May 2014	
4206	14/09/16	Staples (Clerk)	0.00	75.28	Printing and stationery	
4207	14/09/16	British Telecommunications plc (Clerk)	0.00	114.41	Account 9481 Phone service	
4208	14/09/16	Employee 1	0.00	358.18	M6 September	
4209	14/09/15	HM Revenue and Customs (Clerk)	0.00	268.60	PAYE months 4-6	
4210		Void				
4211	14/09/16	Councillor J Greenslade	0.00	500.00	Chairman's allowance 2016-17	

2. it be reaffirmed that payments of election costs, including those for May 2016, are to be paid by instalment.

Chairman.....