

MINUTES OF THE ANNUAL MEETING OF THE WOOLSTON PARISH COUNCIL HELD AT THE WOOLSTON CHURCH OF THE ASCENSION, WARREN LANE, WOOLSTON ON 12 MAY 2026

Present: Councillor M Banner (Chairman)

Councillors: N Khan, H Klein, D Nowell, S Rydzkowski, L Sheridan, R Tynan

Apologies for absence: Councillors Rushby, Warren, Wilcock

C1 Election of Chairman

Resolved,

That Councillor Wilcock be elected Chairman of the Council for the ensuing year subject to the completion of the Declaration of Acceptance of Office.

C2 Election of Vice Chairman

Resolved,

That

1. Councillor Banner be elected Vice Chairman of the Council for the ensuing year;
2. the thanks of the Council be recorded to Councillor Tynan for his service as Chairman during the past two years.

C3 Minutes of the previous meeting

Resolved,

That the minutes of the meeting held on 28 April 2026 be taken as read and signed as a correct record.

C4 Code of Conduct – declarations of interest

Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

There were no declarations of interest.

C5 Planning Applications – Application No 2026/00518/FUL – land adjacent to Bridge Road

The Council agreed to receive a presentation on the proposal for the construction of a stand-alone industrial building, Use Class B8 of 530sq.m. GIA, localised raising of site levels with associated hard and soft landscaping works and creation of a turning head and shared cycle and pedestrian pathway linking Bridge Road and the towpath.

The applicant, Mr Foden, explained details submitted with the application and the changes made following consultation with Borough Council officers from the previous application (Minute C27 – 25 June 2025 - Planning Application no. 2025/00614/FUL, land south of Bridge Road). Details were also reported of consultation with residents of Bridge Road on the proposed development. Mr Foden answered questions from members on aspects of the scheme relating to:

1. People with disabilities (kissing gate)
2. Cyclists (kissing gate & platform)
3. HGV access at ingress
4. Speed regulation on Bridge Road
5. Lighting and Ecology

The Council also considered the representations made to the Borough Council by residents of Bridge Road:

Resolved,

That

1. Mr. Foden be thanked for his presentation and for answering questions put by members;
2. confirmation be requested of the works to be carried out raised at the meeting;
3. no representations be made to the Borough Council on the application.

C6 Review of the terms of reference for committees 2026-27, 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 for the year 2026-27:

Resolved,

That approval be given to the terms of reference for 2026-27, 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 Rydzkowski

Finance and General Committee – Councillor Banner

C7 Appointment of any new committees

The Council reviewed the current arrangements:

Resolved,

That no new committees be appointed for the year 2026-27.

C8 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 and financial regulations;
- l) Review of the Code of Conduct.

C9 Calendar of Council and committee meetings

The Council considered a draft calendar of meetings for 2026-27:

Resolved,

That

- 1. the draft calendar of council meetings for 2026-27 be accepted;
- 2. committee meetings be held as required.

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 for 2026-27 with reports being made to each meeting of the Council by the representatives:

New Cut Heritage and Ecology Trail Group – Councillor Rydzkowski

Friends of Woolston Park – Councillor Klein

Public Rights of Way Forum – Councillor Nowell

C11 Co-option of member - East Ward

Further to Minute C154 – 28 April 2026 the Clerk reported that no applications had been received by the closing date of 8 May 2026:

Resolved,

That

1. the procedure adopted by the Council be continued;
2. notice be given of the vacancies and applicants be invited to attend the next meeting of the Council.

C12 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. Woolston Playing Fields – renewal of management arrangements with the Borough Council

The Council reviewed the present arrangements with the Borough Council for the management of public use of the playing fields after the closure of Woolston High School. Representations had been made to the Borough Council on the need for consideration of revised management arrangements:

Resolved,

That

1. the present arrangements for the operation of the playing fields for all matters relating to their management be continued for 2026-27;
2. the Borough Council be asked for an update on proposed future management arrangements.

– proposed improvement scheme

Councillor Nowell reported on proposed parking arrangements related to the new scheme that could result in parking on the access road to Woolston Park:

Resolved,

That further information be requested on this proposal.

3. Ranger Cabin, Woolston Park

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

4. Battery Lane Allotment site – management matters

No matters to report.

(2) Finance and General Committee

1. Review of procedures and documents – Financial Regulations and Standing Orders

The Clerk reported that following approval to introduce online facilities amendment of the revised models to control online access to the Council's banking accounts would be submitted for consideration by the Council before any online facilities were used:

Resolved,

That the report be accepted.

2. Introduction of online banking

Further to Minute C157(2) 1. – 28 April 2026 the Clerk reported that the online process for the introduction of online banking was proceeding:

Resolved,

That the report be accepted.

3. Management Accounts 2025-26 – January to March 2026

The Management Accounts were submitted for the period January to March 2026:

Resolved,

That the accounts for January to March 2025-26 be received.

4. Applications for grant aid

No applications to report.

C13 Matters of report from previous minutes

No matters to report.

C14 Policing of Woolston – community liaison report

No report to consider.

C15 Borough Council business – Borough Ward Councillors reports

Councillor Tynan reported that the School Crossing Patrol on Hillock Lane located at St Peters Primary School had ceased following the retirement of the post holder. The Council noted that this had been used by children walking to the three primary schools and the Kings Leadership Academy:

Resolved,

That the Borough Council be requested to reinstate the service.

– Woolston Neighbourhood Hub application for listing as an Asset of Community Value

The Council noted that on 29 April 2026 notification had been received from Warrington Borough Council that it had registered the Council's nomination application made under Section 89 of the Localism Act 2011 for listing Woolston Neighbourhood Hub as a community asset. The Borough Council has eight weeks from 27 April 2026 to decide whether or not to nominate the land / property as an asset of community value.

– Consultation by the Borough Council on the future of Woolston Neighbourhood Hub – progress report

Councillor Sheridan reported that a Click and Collect style service was to be introduced outside the centre for users of the Library service to collect and return books.

The Save Woolston Hub Group had provided a summary of current action:

- Contacting people who were in support of reopening the centre asking that they email the Borough Council with their comments in support of designating Woolston Neighbourhood Hub an Asset of Community Value.
- Inviting supporters to email the Group evidencing how the closure of the centre has affected them. A summary of was to be sent to the Borough Council
- Asking questions at the Cabinet meeting
- Chasing up unanswered Freedom of Information questions

Swim England were finalising a report on the condition of the LiveWire leisure centres.

An event is to be held where the Group can discuss the current situation with local people.

Resolved,
That the reports be noted.

C16 Correspondence – Peak and Northern Footpath Society AGM

The Council received details of the Annual General Meeting to be held in Oldham on 16 May 2026:

Resolved,
That Councillor Nowell be authorised to attend.

C17 Planning Applications and decisions

The Council considered the following notification from the Borough Council:

PLANNING APPLICATION		
APPLICATION NO.	LOCATION	PROPOSAL
2025/01747/FULM	Woolston Playing Fields Hillock Lane WA1 4PF	Full planning application for the erection of an Artificial Grass Pitch, extension to the existing car park and associated infrastructure Receipt of Amendments.

Resolved,
That the information be noted.

C18 Business raised by Council Members – Moss Brow path

Councillor Nowell reported that the steps leading to the path had been cleared and a new Footpath sign had been installed, and an attempt had been made to vandalise it. The path was not considered to be passable because of being overgrown. The Borough Council had agreed to consider a diversion, but no progress had been made with the relevant order:

Resolved,

That the Public Rights of Way Officer be requested to provide information on the proposed diversion order.

C19 Accounts

Resolved,

That the following payments be approved:

Cheque No	Date expenditure incurred	Payee	VAT not recoverable	Amount £	Purpose	S137
4914	13/05/25	Church of the Ascension	0.00	50.00	Meeting 12 May 2026	

C20 Date of next meeting

The Council considered arrangements for the next meeting:

Resolved,

That the next meeting be held at 7.00pm on Tuesday 23 June 2026 at the Church of the Ascension.

Chairman.....