

Clerk to the Council: -
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Minutes of the Parish Council meeting of Walton Parish Council held at St. John's Community Church Hall, Old Chester Road, Walton, on Thursday the 1st July 2021.

Present
Councillor S A Harris - Chair
Councillor S Davies – Vice Chair
Councillor D M Karalius
Councillor B M Price
Councillor R Hardie
Councillor Y R Shaikh
Councillor R D Bennett

In Attendance
Parish Clerk R J Hallam
Residents 0
Borough Councillor Mark Jervis (Higher Walton)

Prior to the meeting councillors had interviewed Amanda Bowles (7.00pm) and Luci Smith (7.15pm) as part of the process in filling the casual vacancies.

The Chairman opened the meeting at 7.30pm and welcomed everybody.

53. Apologies for Absence

The Chair reported that apologies for absence had been received from Borough Councillor Judith Wheeler (Lower Walton).

54. Vote on proposal to co-opt two new members.

It was resolved that Amanda Bowles be co-opted on to the Parish Council. Proposed by Councillor Shaikh and seconded by Councillor Karalius, all in favour.

Amanda Bowles signed the Declaration of acceptance of Office and was invited to join the meeting.

It was resolved that Luci Smith be co-opted on to the Parish Council. Proposed by Councillor Shaikh and seconded by Councillor Price, all in favour.

Luci Smith signed the Declaration of Acceptance of Office and was invited to join the meeting.

55. Adjournment

There was no adjournment, as our guest speaker was unable to attend owing to family illness.

56. Minutes of the Previous Meeting

The minutes of the Parish Council meeting held on the 3rd June 2021 were reviewed.

It was resolved that the minutes be accepted as a true record. Proposed by Councillor Davies and seconded by Councillor Price, all in favour.

57. Reports on Matters Arising from the previous minutes

The report had been issued with the meeting documentation.

Forward Plan.

The Chair explained the merits of the PC adopting a Forward Plan (FP), a copy of which had been circulated to all councillors. ChALC had recommended that an FP should cover a 3 year period. The Chair talked about how the FP could be flexible with things being added and taken off as time went on. A discussion took place with councillors giving their views both for and against.

Councillor Hardie said that the success or otherwise of the idea could be assessed after 12 months, as to whether we should continue with the FP.

It was resolved that the PC would adopt the principal of a Forward Plan with a view to bringing a specific plan forward for councillors to consider at the September meeting. Proposed by Councillor Davies and seconded by Councillor Karalius. The motion was carried.

Risk Assessment Advisory Group

It was resolved that Councillors Harris and Price be added to the Risk Assessment Advisory Group. Proposed by Councillor Karalius and seconded by Councillor Shaikh. All in favour.

Standing Orders and Financial Regulations

The Chair gave an update on the review being undertaken by herself and Councillors Hardie and Shaikh. The aim was to be able to present the amendments to the PC in September, but by October at the latest.

The Clerk said that there was nothing further to add to the report that had been issued with the meeting documentation.

Following a question raised by Councillor Hardie, the Clerk outlined the contact he had had with Stuart Grundy about a power supply at the junction of Hill Cliffe Road and Whitefield Road.

58. Report from Borough Councillor.

Borough Councillor Jervis explained that there had been only one full council meeting since the election which took place on the 21/6. He gave a detailed report on what was discussed and voted on, which included grass cutting and the provision of a Travellers Site. He also mentioned that the Urban Splash at Grappenhall Heyes had been passed by Planning.

59. To receive and accept the report from the Clerk on the Parish Accounts and to formally approve the accounts for payment.

The Clerk had issued with the Agenda the Financial Report (FR) and a copy of the Receipts and Payments Account for the current year to date, a copy of which is attached to these minutes.

The Clerk presented: -

Chq No. 001295	pay to R J Hallam	Clerk's Salary	£290.87
Chq No. 001296	pay to HMRC	PAYE/Tax	£72.72
Chq No. 001297	pay to R J Hallam	Off Exp (Ink£9.99/Zoom£14.39	£24.38
Chq No. 001298	pay to Gardenia Gardens Ltd	Warden MayAcc (Inv0998 24X£15VAT£72)	£432.00
Chq No. 001299	pay to St John's PCC	Donation upkeep of church grounds	£300.00
Chq No. 001300	pay to R Hardie	Repairs to bus shelter roof	£126.75
Chq No. 001301	pay to ChALC	Roles & Responsibilities Chair	£25.00
Chq No. 001302	pay to JDH Business Services Ltd	Internal Audit	£181.44
Chq No. 001303	pay to Gardenia Gardens Ltd	June21 Acc1067 43hrs@£15 +VAT	£645.00

It was resolved that the Financial Report and the Accounts for Payment be approved. Proposed by Councillor Shaikh and seconded by Councillor Karalius. The cheques were signed by Councillors Hardie and Shaikh.

The Chair thanked Councillor Hardie for the good work he had done in repairing the bus shelter roof.

Internal Audit

The Clerk referred to the Internal Audit Report for 2020/21. The audit had recently been completed.

There was one issue raised, where the auditor identified that our Risk Management Document did not address the risks of supplier fraud.

The Clerk explained that he was aware of the matter of supplier fraud. The PC does not use internet banking, with all payments being made by cheque, which makes fraud of this nature less likely. However, he will update the Risk Management Document to include supplier fraud and in practice will always confirm payment arrangements on receipt of invoices.

Action – Clerk to update Risk Management Document.

The Clerk confirmed that he also submitted the AGAR to the External Auditor on 16/06/21/

Councillors thanked the Clerk for his work on both audits.

60. To receive report from the Donations Advisory Group

No report.

61. Planning Matters

The Planning Advisory Group Report had been circulated to all Councillors and Councillor Hardie added that there was nothing else of any significance to be added.

It was resolved that the PC accept the Planning Advisory Group Report dated 1st July 2021. Proposed by Councillor Hardie and seconded by Councillor Bennett, all in favour.

62. Local Plan.

The Chair advised that the latest timeline was late September or early October.

63. Report on Parish Matters

Website.

The Chair gave an update on the remote meeting held on 23/06 involving herself, Councillors Davies, Hardie and the Clerk. It is still a work in progress, but it was agreed that our new councillor, Luci Smith, who has experience in the IT field would join the Group.

Trees on Village Triangle.

Councillors Price and Karalius had provided a report on their impromptu meeting with the resident who had raised the original concern and this had been circulated to all councillors by the Clerk.

Simon Twigg had been unable to establish the ownership of the land as he originally thought was a possibility. Councillor Karalius stated that from the information she had been able to attain, the land was actually unadopted.

There appeared to be a difference of opinion on whether any work was required on the trees with Simon Twigg saying that the one tree assigned with 'Intervention Needed' on the TEP report was due to a small dead hanging branch which is over the plot itself and not currently a threat to the public highway.

Borough Councillor Jervis agreed to take this up with WBC on the PC's behalf and the Clerk would supply him with the necessary information required.

Action – Clerk to send details to Borough Councillor Jervis.

Litter Picking

Chair stated that she would like the PC to have its own litter picking group, with its own equipment which could be lent out. She felt that it would engender a sense of community. The PC could join forces with other networks. Not all councillors were in full agreement with Councillor Shaikh concerned about possible Highways issues.

It was decided that a proposal would be worked on ready for the next meeting.

Lamppost Poppies.

Guidelines had been provided by Barry Hughes at WBC and as long as these are followed then the PC should be able to proceed in November.

Other Parish Matters.

Creamfields

Action – The Clerk to make enquiries about this years event and whether the usual pre-event meetings are going to take place.

Casual Vacancies.

Following the appointment of two new members, the PC still has two vacancies 1 in Upper and 1 in Lower Walton. The Clerk advised that we have an Expression of Interest from a resident and the Chair was to approach another person who may possibly be interested.

64. Report from Village Betterment Committee

A meeting was held on the 21/06 and the minutes had been circulated.

There was a full discussion on the merits of flower beds and tubs. The West Ave flower bed had been replanted and would be retained for the time being. The Clerk outlined the current situation with regards to the budget available to the VBAG. It was decided that the VBAG would look again at the whole planters/flower beds options, at the time of the setting of the new budget/precept and arrive at some proper costings, so that a recommendation could be then made to the full PC on the way forward, which was properly costed and could be incorporated into the PC's spending plans for that year.

Councillor Hardie gave an update on the state of the parish benches, some of which needed attention. A plan needs to be made for the ongoing maintenance of these.

Parts of the fence on Ellesmere Road is in a damaged state and Peel need to be asked to inspect, with a view to carrying out repairs.

Action – Clerk to write to Peel and copy in Stockton Heath PC.

Arrangements around the Queens Platinum Jubilee will be included on September's agenda.

65. Reports from Appointed Representatives

Footpaths – Councillor Price – reported that the towpath was in good condition.

Roads/Traffic and Street Lighting – Councillor Bennett – reported that sand had been removed from the A56 and the gullies had been sucked.

There are reflected strips on poles on A56 near to Holly Hedge Lane, Clerk to enquire of WBC about the purpose of these.

Trees near to PC bus shelter badly overhanging and interfering with high sided vehicles.

On the footpath near to toast rack bridge there is growth (ivy) sticking out from the hedge by over a metre.

Holly Hedge Lane as you approach the hump back bridge very narrow owing to encroaching vegetation.

Action – WBC to be notified.

Walton Hall Estate – Cllr. Price – Update from Neil Simpson had been circulated. The new fencing has been completed on Walton Lea Road.

66. Review of Correspondence

None

67. Date and time of next meeting

The next meeting of the Parish Council will be Thursday 2nd September 2021, at St. John's Community Church Hall, Old Chester Road, Walton, commencing at 7.30pm.

The Chairman thanked everyone for attending the meeting. The meeting closed at 21.16 hrs.