

Clerk to the Council: -  
Mr. R. J. Hallam  
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**Minutes of the Annual Parish Council meeting of Walton Parish Council held remotely by Zoom Conferencing, on Thursday the 4<sup>th</sup> June 2020.**

**Present** Councillor D M Karalius - Chair  
Councillor Y R Shaikh – Vice Chair  
Councillor S H Taylor  
Councillor R Hardie  
Councillor S Davies  
Councillor S A Harris

**In Attendance** Parish Clerk R J Hallam  
Residents 0

The Chairman opened the meeting at 7.46pm and welcomed everybody. The meeting was late starting owing to IT issues.

**16. Apologies for Absence**

The Chairman reported that apologies for absence had been received from Councillor Greenshields (moved house 3/6/20). Councillor Price was able to listen in to the meeting, but microphone issues meant she couldn't participate. Councillor Meacock tried to join the meeting, but IT issues prevented it.

**17. To Receive nominations and elect the Chair of the Council and to receive the Chair's Declaration of Acceptance of Office**

The Chair invited nominations for Chair.

**Councillor Harris nominated Councillor Karalius to stand for another term.**

**Councillor Shaikh seconded Councillor Karalius's nomination.**

***It was resolved that Councillor Karalius be elected as Chair.***

Councillor Karalius continued in the Chair.

**Action – Clerk to email Declaration of Acceptance of Office for signature and return.**

**18. To Receive nominations and elect the Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office**

The Chair asked for nominations for Vice Chair.

**Councillor Harris proposed Councillor Shaikh to stand for another term and this was seconded by Councillor Hardie.**

***It was resolved that Councillor Shaikh be elected as Vice Chair.***

**Action – Clerk to email Declaration of Acceptance of Office for signature and return.**

**19. To receive nominations for Representatives of outside bodies**

- |                                     |                    |
|-------------------------------------|--------------------|
| • Church Magazine/Publicity         | Councillor Bennett |
| • Footpaths                         | Councillor Price   |
| • Roads & Traffic & Street Lighting | Councillor Bennett |
| • Walton Hall Estate                | Councillor Price   |

A short discussion took place.

***It was resolved that the representatives should be agreed en bloc.***

**20. To receive nominations for Advisory Groups.**

**Planning – Councillors Hardie, Meacock, Karalius and Greenshields.**

**Parish Internal Audit – Councillors Hardie, Shaikh, Greenshields and Price.**

**Risk Assessment – Councillors Hardie and Taylor.**

**Village Betterment – Councillors Meacock, Hardie, Karalius, Harris and Jones.**

**Donations – Councillors Meacock, Price, Harris and Davies.**

***It was resolved that all representatives should be agreed en bloc, subject to agreement by those councillors who were absent.***

**Action – Clerk to contact absent councillors.**

**21. To carry out an inspection of deeds and investments, review insurances and confirm Parish Records etc, Review internal controls, risk management document, standing orders and financial regulations and conduct further business appropriate to the APCM.**

The Clerk had provided all councillors with a document which detailed a record of all aspects of Deeds, assets, insurance and parish records.

The Clerk confirmed that he now held the Deeds and Land Certificate for the QEII Walton Playground.

The Clerk explained that the Insurance policy with Zurich was up for renewal on the 1<sup>st</sup> June 2020. The renewal premium was £531.12. The Clerk recommended that this be renewed. This is the final year of the 5 years long term agreement. Zurich had originally advised us that the longterm agreement had expired and offered new terms over 1, 3 and 5 years, but on further examination by the Clerk it was established that there was still 1 year left.

***It was resolved to accept the renewal premium of £531.12 with Zurich.***

The Clerk outlined the existing Internal Controls which are carried out monthly, Quarterly, half yearly and yearly.

***It was agreed that these should continue.***

Councillors had been provided with copies of the Assets Register and Risk Management Document and these had been reviewed and accepted. The Risk Management Document had been thoroughly reviewed earlier in the year by the Audit Advisory Group and changes had been made to the document and approved.

The Standing Orders and Financial Regulations were accepted as they are, but the Audit Advisory Group will meet on a date to be arranged in order to carry out a full review.

The minutes of previous meetings up to March 2013 are held at Chester Records Office and the Clerk holds from April 2013 onwards.

**22. Adjournment**

There was no adjournment.

**23. Minutes of the Previous Meeting**

The minutes of the Parish Council meeting held on the 7<sup>th</sup> May 2020 were reviewed.

Councillor Hardie asked for the following to be added.

Page 2, para. 5. After line 3 of the paragraph "Cllr Hardie asked Cllr Harris to enquire of WBC the justification for closing the whole park."

**It was resolved that subject to the additions the minutes be accepted as a true record.**

**24. Reports on Matters Arising from the previous minutes**

The report had been issued with the meeting documentation.

**Air Monitors**

The Clerk advised that he had not received any data from WBC despite reminder.

After discussion it was felt that the PC would be better paying for a company to check parish readings.

At this time, it was decided not to pursue.

**Holly Hedge Lane Tubs**

Jamie Fisher had advised us that owing to Covid 19 he was unable to attend site meetings.

Both Councillors Hardie and the Chair had sent him photographs of where the tubs could be sited and we await his response.

**25. Report from Borough Councillor.**

It is likely that the Local Plan will now be delayed into next year.

The Secretary of State had called in both Stobart applications and fresh projections would be required.

Some members of the SWPCG had met with John Groves to discuss this.

SH had a meeting with Neil Simpson arranged for the 10<sup>th</sup> June and she would bring up the matter of the Walton Lea Road fence.

She promised to email out the response she had had from Neil Simpson on the issue of possible funeral delays at the Crematorium.

Both Warrington re-cycling centres had now opened but WBC were stalling on Sandy Lane as they wanted to see how things went on at the other two centres. Traffic issues approaching Sandy Lane could be an issue.

On the Development Management Committee there was a consensus that the new arrangements were working quite well.

All the Hub libraries were now open and she would be pressing for the opening of Stockton Heath.

Warrington buses had recommenced on a reduced timetable, but this would be up to 90% capacity by the end of June. Covid 19 safeguarding had been put in place.

**26. Local Plan PDO.**

No further update.

**27. 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: -

Cheque number 001220	payable to R J Hallam	Clerk's Salary	£281.13
Cheque number 001221	payable to HMRC	PAYE/Tax	£70.28
Cheque number 001222	payable to R J Hallam	Office Expenses	£22.38
Cheque number 001223	payable to D Karalius	VE Day Bunting	£39.00
Cheque number 001224	payable to ChALC	Membership	£491.04

The following Account had been received following the completion of the Report and the Clerk requested that they be added to the above list.

Cheque number 001225	payable to Gardenia Gardens Ltd	Warden	£1090.00
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Councillor Hardie expressed concern about whether the PC was getting value for money from Gardenia. He showed some photographs he had taken of the newly planted tubs and beds and he felt they did not compare favourably with that provided by the previous contractor. It was felt that this was best dealt with outside of the meeting. The Chair agreed that she would look into this.

***It was resolved that the Financial Report and the Accounts for Payment (excluding Gardenia) be approved. Arrangements would be made for the cheques to be signed.***

#### **28. To receive report from the Donations Advisory Group**

The Chair stated that the DAG had considered making donations to Warrington Foodbank and Care UK Charity. All members of the Group were in favour of making a donation to Warrington Foodbank and all apart from Councillor Price were in favour of donating to Care UK Charity.

Councillor Hardie stated that the PC had given a lot of money away this year, which was unusual and that other people's money was easy to spend. He was of the opinion, that we don't know where Foodbank money goes. He said he would be interested to know if it only goes to people who don't receive Government money for their living costs or whether other people get it as well. He had sympathy with those people who do not receive any money from the Government but had little sympathy for those people who do. He said he was very apprehensive about giving money to Foodbanks and was not in favour of it. Councillor Hardie expressed a comment about Care International only being for ladies, which Councillor Davies disapproved of. It was established that Care UK was a different organisation and Councillor Harris gave an explanation of their background.

***It was resolved that the PC donate the sum of £300 to the Warrington Foodbank.  
It was resolved that the PC donate the sum of £300 to Care UK Charity.***

#### **29. Internal and External Audit.**

Councillors and the Audit Advisory Group had been sent copies of Section 1 and 2 of the AGAR, along with a copy of the Internal Audit Plan.

***It was resolved that the Annual Governance Statement is approved.***

***It was resolved that the Accounting Statements are approved.***

The Clerk explained that there now had to be an annual review of the effectiveness of Internal Audit and he explained the Audit Plan put forward by JDH Business Services Ltd.

***It was resolved that the Parish Council approved the Internal Audit Plan put forward by JDH Business Services Ltd.***

#### **30. Planning Matters**

The Planning Advisory Group Report had been circulated to all Councillors. Councillor Hardie talked through the detail on some of the cases on the report.

#### **31. Report on Parish Matters** **Superfast Broadband.**

Councillor Taylor said he was happy to continue to follow this up and would make further contact with Brian Potter and our MP Andy Carter.

#### **New Waste Bins.**

The Chair had contacted Highways about approval for siting the bin near to the Lychgate on Old Chester Road.

**Other Parish Matters**

The Chair stated that the hedge at 113 Walton New Road was a danger and required trimming.

**Action – Clerk to contact resident.**

**Police Stats.**

Philip Wilkinson was unable to join the meeting, but the Clerk had circulated figures to councillors that he had provided.

**32. Report from Village Betterment Committee**

It was decided not to consider the proposal on the agenda until after the Chair had met up with the Warden.

**Action – Chair to look into the matter.**

**33. Reports from Appointed Representatives**

Church Magazine/Publicity – Cllr Bennett – Not present.

Footpaths – Councillor Price – No report.

Roads/Traffic and Street Lighting – Councillor Bennett – No report.

Walton Hall Estate – Cllr. Price – Councillor Hardie said that following the closure of Haigh Hall many of the weddings had been transferred to Walton Hall.

He wondered whether there were any lessons to be learned by WHE following the closure of Haigh Hall and Councillor Harris promised to raise this with Neil Simpson at their meeting on the 10th June.

**34. Review of Correspondence**

None

**35. Date and time of next meeting**

The next meeting of the next Parish Council will be **Thursday 2<sup>nd</sup> July 2020 by Zoom conferencing, commencing at 7.30pm.**

The Chairman thanked everyone for attending the meeting. The meeting closed at 09.16 hrs.