

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 13<sup>th</sup> February 2020.**

**Present**

Councillor D M Karalius - Chair  
Councillor Y R Shaikh – Vice Chair  
Councillor R Hardie  
Councillor R D Bennett  
Councillor A Jones  
Councillor S A Harris  
Councillor S H Taylor  
Councillor B M Price

Guest Katie Jones (KJ) Head of Service at Walton Lea Partnership  
Residents 0

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

**151. Apologies for Absence**

The Chair reported that 3 apologies for absence had been received. Councillors Greenshields (family commitment), Davies (work commitment) and Meacock (family illness).

**152. Adjournment.**

The Chair called for an adjournment to enable the guest to address the meeting.

***It was resolved that the meeting should go into adjournment at 7.32pm, to allow the guest to address the Meeting.***

KJ gave a detailed insight into what was going on at Walton Lea Partnership and the new conservatory facility at Walton Hall. She explained how they were evolving and were a place of change, empowering adults with learning difficulties. They have 76 such learners and 36 paid staff as well as volunteers. Councillor Harris stated that they were another jewel in the crown.

PCSO Wilkinson was off duty and unable to attend but had emailed the crime figures for Walton since the last meeting and these had been forwarded by the Clerk to all councillors.

**153. Minutes of the Previous Meeting**

The minutes of the Parish Council meeting held on the 2<sup>nd</sup> January 2020 were reviewed.

Page 41, para 141, 1<sup>st</sup> line – delete 'not to accept' and insert 'to put on hold'.

Page 41, para 141, last line – delete 'and Group'.

***It was resolved that the minutes following the necessary amendments be accepted as a true record.***

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

The report had been issued with the meeting documentation. The Clerk had nothing to add to the report since its issue.

**New Waste Bin for Old Chester Road.**

This had now been collected.

**Action – Councillor Jones to ensure sufficient space on Old Chester Road for a pushchair to pass and site the new bin.**

**Action – Clerk to advise Kevin McCready when bin fitted to arrange for inclusion on the emptying schedule.**

**The Change of date of the February meeting.**

The date of the February meeting had been changed from the 6<sup>th</sup> to the 13<sup>th</sup>.

Councillor Hardie registered his complaint at this process and felt it was unnecessary.

**155. Report from Borough Councillor.**

SAH said there was very little to report.

The next full council meeting would be purely budget based. There had been a library peer review.

**156. 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. 001199	pay to R J Hallam	Clerk's Salary	£272.47
Chq no. 001200	pay to HMRC	PAYE/Tax	£68.11
Chq no. 001201	pay to R J Hallam	Office Expenses (ink, envelopes & wallets)	£10.49
Chq no. 001202	pay to Grapp & Thel PC	WPC share GTPlanning cost in relation to Stobarts	£91.82
Chq no. 001203	pay to R D Bennett	Rock salt £88.72/2 x Xmas Trees	£157.20
			£245.92

**Receipts**

None

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

**157. Clerk's Salary Review.**

This was postponed to the March meeting.

**Action – Councillor Shaikh to prepare written proposals for the Councillors to consider.**

**158. Report from Audit Advisory Group (AAG)**

**Risk Management Review.**

In January 2019 on behalf of the AAG Councillor Shaikh had reviewed the Risk Management Document and found it to be generally appropriate for WPC. He did however make some recommendations which he felt should be adopted and these would be considered further at a meeting between the AAG and the Clerk. This review and action were accepted by the councillors.

**Action – Clerk to arrange meeting.**

**Audit of Receipts and Payments.**

Councillor Shaikh had completed an audit of the Receipts and Payments Account in May 2019 complimenting that carried out by Councillor Hardie in May 2019 and made a number of recommendations. (document dated 19/05/19).

Councillor Hardie had reviewed this document in an email to AAG members dated 26/01/20 and detailed his own suggestions.

It was decided to consider this again following the 2020 audit.

**AAG Remit/Terms of Reference.**

Councillor Shaikh had produced a suggestion for the above in a document dated the 19/08/20 which had been circulated to members of the AAG.

It was decided to leave this till the next Annual Parish Council Meeting in May 2020.

**159. Planning Matters**

The report had been issued with the meeting documentation.

Councillor Hardie talked through some of the cases on the report, where a decision had not been made.

2020/36312 – it was decided to submit an objection.

2020/36287 – amended plans submitted, it was decided to re-iterate the original objection.

2020/36194 – amended plans, no comment to be made.

**160. Donations Advisory Group.**

*It was resolved that the PC would sponsor an event at the Stockton Heath Festival up to the sum of £350.*

**Action – Clerk to notify Festival Fund Raiser.**

**Action – Copy of latest Festival Accounts to be sent to Councillor Hardie.**

**161. Local Plan Proposed Submission Version.**

There had been a meeting of the SWPCWG on the 6<sup>th</sup> February, along with Michael Bell (WBC Planning Policy & Programmes Manager) and Steve Park (WBC Director of Growth).

Notes of the meeting had been produced by Janet Richards (Clerk G&TPC) and these had been circulated to councillors.

Nothing further was expected on the Local Plan until June this year.

**162. Report on Parish Matters**

**Civic Service**

A new date had been arranged for the 26<sup>th</sup> April 2020. The Vicar and the Hall were available on those dates.

**Other Parish Matters**

**VE Day 75 Celebrations** – It was decided to designate a small group (Councillors Harris, Price and Karalius) to co-ordinate an event and that it should be an aim to involve residents.

**Action – Councillors Karalius, Price and Harris to co-ordinate the event.**

**Two Acre Park** – Councillor Bennett to visit the Park and re-assure residents that they will be welcome to participate in all future events.

**Action – Councillor Bennett to visit Two Acre Park.**

**The Big Clean Up.** – Councillor Harris to organise a litter pick in Underbridge Lane and Holly Hedge Lane.

**Action – Councillor Harris to organise litter pick.**

**Air Monitor** – Stockton Heath PC Have just bought one at a cost of £4K.

WBC have one sited on the A56 Chester Road by the foot crossing just over the swing bridge near to Gainsborough Road.

A discussion took place on whether the PC should consider buying one or possibly ask a professional specialist to carry out a survey on our behalf.

It was decided that we should -

1. Approach Stockton Heath PC about the data produced from their Air Monitor.
2. Enquire with WBC about the base line of air quality and the interpretation of the data from their air monitor on Chester Road.
3. Look into the different options of signage asking vehicles to switch off their engines when parked.

**Action – Clerk to email SHPC**

**Action – Clerk to email WBC**

**Action – Clerk to look into signage options**

**Bollards at Acton Grange Bridge Holly Hedge Lane** – Mr Priestner had emailed the Clerk explaining that over recent months 3 of the 8 bollards had been damaged and asked that the PC report the situation to WBC requesting re-instatement. Jamie Fisher had advised Councillor Harris that provision of the bollards was a one off by WBC and there was no on-going WBC budget for maintenance and repair.

**Action – Clerk to advise Mr. Priestner.**

**Tree Planting on A56 Chester Road** – Mr Priestner had written expressing concern that now only 5 trees were to be planted and requested that the PC ask WBC to re-consider.

**Action – Clerk to advise Mr. Priestner of the process involved.**

**163. Report from Village Betterment Advisory Group.**

**Painting of metal fence on Porch House Corner** – Councillor Harris declared an interest.

**Action – Councillor Harris to make enquiries to ensure that residents are not responsible for the fence.**

**Replanting of tubs and beds.**

*It was resolved that the PC spend up to £340 on the re-planting of tubs and beds with summer bedding plants.*

**Tree Maintenance on QEII Walton Jubilee Playground.**

The quotes from Holly Oak Tree Services (£1250 + VAT) and Gardenia (£750) had been fully discussed and scrutinised at the November 2019 meeting. As decided at the November meeting a third quote had been invited from Tree Bore (£1450 + VAT). In the interests of time efficiency, this had been emailed to members of the VBAG for their consideration, along with the original two quotes, to help with ease of comparison and to refresh the memory. Following on from this all but one member was in favour of the quote provided by Holly Oak Tree Services. Tree Bore was the most expensive, Holly Oak was the middle-priced quote of the three and it was felt that they (Holly Oak) were more experienced in this field than Gardenia the cheapest, whose main focus was on garden contractual work rather than trees. Councillor Hardie stated that in his view comparing tenders by email was not a satisfactory way of selecting a contractor. He said that there were procedures, as indicated in Standing Orders and Financial Regulations and these had not been properly followed. A specification should have been prepared and given to each contractor tendering and any tender should have been placed in a sealed envelope and posted to the Clerk. It was acknowledged that this process had not been followed and will be used on future occasions.

Councillor Hardie also reminded councillors of their duty to have read and understood the Standing Orders.

*It was resolved that the PC will spend up to £1500 on the maintenance of the trees on the QEII Walton Jubilee Playground.*

**Action – Clerk to consider the tenders and the view expressed by councillors and confirm outcome with contractors accordingly.**

**164. Reports from Appointed Representatives**

**Church Magazine/Publicity** – Cllr Bennett – Latest magazine was distributed to councillors.

**Footpaths – Councillor Price** – The R of W meeting had been cancelled again. Councillor Price reported the very poor state of the towpath between Red Lane Bridge and the Walton Gardens Bridge.

**Action – Clerk to report to Peel Holdings.**

**Roads/Traffic and Street Lighting – Councillor Bennett** – The tops of the grids on both sides of the A56 Chester Road are blocked.

The Clerk reported that Highways had not found any issues with Mill Lane at the time of their visit.

The 30mph sign on Hill Cliffe Road had slipped down to the bottom of the pole.

**Action – Clerk to report to WBC.**

**Walton Hall Estate** – No report.

**165. Review of Correspondence**

**Hobb Lane Road Surface** (email from Moore PC).

**Action – It was agreed that Clerk should forward this to WBC Highways.**

**Cheshire Fire Authority Risk Management Plan.**

It was agreed not to respond to the consultation.

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

The next meeting of the next Parish Council will be **Thursday 5<sup>th</sup> March 2020** 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 21.40 hrs.