



# Walton Parish Council

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Minutes of the Parish Council meeting of Walton Parish Council held at St. John's Church Community Hall, Old Chester Road, Higher Walton, on Thursday 4 July 2024.

**Present** Councillor S A Harris - Chair  
Councillors. H Allison, R D Bennett (arrived 7.32 pm), R Hardie, C Hewitt, J C Greene, V C Lacey, A J Williams

**Attending** Locum Clerk – L. Jacob  
one member of the public  
representative from Gardenia Gardens

The Chair opened the meeting at 7 pm and welcomed everyone.

The Chair informed those present that some parts of the meeting would be recorded.

## 53. Apologies for absence

Borough Councillors Scott and Wheeler had sent apologies.

## 54. Declarations of Interest

No declarations were made.

## 55. Matters to be considered with the exclusion of the press and public

[using Public Bodies (Admission to Meetings) Act 1960 s. 2]

Item 60 was proposed to be held in closed session because the nature of the information to be disclosed related to a contract and to an individual.

**Resolved** that the item would be discussed with the exclusion of the press and public.

## 56. Public Participation

In accordance with Standing Orders, members of the public and any visitors in attendance may address the meeting.

### 56.1 PCSO Report

PCSO Powell was unable to attend but had submitted a report which outlined three incidents in Walton – a suspicious vehicle in the Hill Cliffe Road area; a loose horse on the A56; an intoxicated male on Chester Road.

### 56.2 Members of the Public

A resident provided opinion on the recent election process.

### 56.3 Borough Councillors

The issue of dog waste in public bins serviced by WBC was raised to Cllr. Harris.

An agenda item for the next meeting to discuss parish council approaches was requested.

56.4 Gardenia – a representative from the company outlined the tasks that are currently managed within the available budget allocation. Councillors asked questions and a request for an outline of further tasks that the company felt would improve and uplift the current service was requested for further consideration.

[The representative left at 7.32pm; Cllr. Bennett joined the meeting at 7.32pm]

## 57. Approval of the Minutes

The minutes of the meeting of the Parish Council held on Thursday 6 June 2024 were confirmed as a true record and signed by the Chair.

## 58. Report on Actions taken and correspondence received since the previous meeting

The action and correspondence report was received.

The following items were discussed:

Correspondence received from a member of the public and clarification on the decision taken to respond.

In addition, two further pieces of correspondence had been received:

A formal complaint from a member of the public; NALC Chief Executive Bulletin.

## 59. Finances

7.1 To approve the following payments:

Cheque No	Payee	Purpose	Amount
001565	Parochial Church Walton	Grant	£375.00
001566	Gardenia Gardens Ltd	Invoice 7675	£450.00
001567	Gardenia Gardens Ltd	Invoice7868	£585.00

The two invoices from Gardenia Gardening Services arrived after the agenda was issued.

**Resolved** that payments will be made, with cheques signed by Cllrs. Hardie and Hazeldine.

7.2 The budget monitoring information was noted. This showed that, income to date was £46,006.96 and expenditure was £4,479.65 giving a cash-in-hand amount of £41,527.31, which was represented by the balance showing on the latest NatWest statement.

## 60. Locum Clerk Position

[This item was discussed with the exclusion of the press and public and taken after Item 69]

The information provided, a contract for the services of the locum clerk and a suggested task list, was considered. It was suggested that independent advice from an Employment expert could be sought to scrutinize the document and provide advice.

**Resolved** that the contract for services document was accepted with the following amendments:

Item 5 to read "The Clerk has proven experience, competence and knowledge of the parish council sector and that Item 6 is deleted.

**Resolved** that the task list was accepted with the addition of up to three and a quarter extra hours per month to fulfil tasks related to maintaining the currency of the parish council website.

## 61. Parish Council Laptop

9.1 The proposal that delegated authority is conferred on the interim clerk to spend up to £300 on a replacement laptop if the functionality of the current laptop is compromised was discussed.

Amendments to the proposal were put forward.

**Resolved** the amended proposal to spend up to £750 on the purchase of a new or reconditioned laptop with a good specification as soon as practicable.

9.2 The proposal that a Walton Parish Council specific subscription to Office 365 is purchased to provide cloud-based storage and access to the most up-to-date suite of Microsoft Office products was discussed.

**Resolved** that an annual subscription is purchased, with Cllr. Harris providing the means of payment which will be reimbursed as soon as practicable.

## 62. Newsletter

Arrangements and costs of producing a newsletter were discussed.  
**Resolved** that one newsletter will be produced at a cost of up to £250.

### **63. Forward Plan 2024-2025**

The Forward Plan for 2024-2025 was discussed.

**Resolved** that a Working Group consisting of Cllrs. Hazeldine, Hewitt, Lacey and Williams will convene to review and refresh the Forward Plan for discussion at the September meeting.

### **64. Creamfields**

[Cllr. Bennett left the room]

64.1 A written report from attendance at the open meeting held on 26 June 2024 was received and discussed. The Local Policing Unit newsletter for Cream was distributed.

64.2 A written response from the organisers had been received and circulated prior to the meeting.

Extreme disappointment over the lack of communication by the organisers was expressed, with the parish council less than reassured that residents had been well-served and their safety concerns acknowledged.

Agreed that information and contact details will be loaded to the parish council website for ease of access for residents to report any incidents or concerns during the event.

Cllr. Harris will write to Professor Steven Broomhead, Chief Executive of Warrington Borough Council to enquire about any changes in liaison with the council and the organisers.

### **65. Walton Parish Playground Trust**

[Cllr. Bennett returned to the meeting]

Cllr. Lacey reported that bringing the group together had proved logistically difficult. It was agreed with Cllr. Bennett that Cllr. Lacey and Greene would meet and draft the Annual Report for the September meeting.

### **66. Reports from Advisory Groups**

#### 66.1 Planning

The group had been sent the following planning applications:

2024/00674/FULH 1 Walton Lea Road, Walton, Warrington, WA4 6SW  
Single storey extension to rear  
Recommended response No comment

2024/00683/LBC, 1 Walton Lea Road, Walton, Warrington, WA4 6SW  
Single storey extension to rear  
Recommended response OBJECTION

The parish council think this type of construction is inappropriate on a listed building in a conservation area. Although the proposed extension is located to the rear of the property, it is still out of character with the rest of the property(s). The materials proposed for use on the roof and external wall do not blend with the existing building.

2024/00689/TPO 38 Hill Cliffe Road, Walton, Warrington, WA4 6NZ  
Remedial pruning to x4 no. trees  
Recommended response – no comment

2024/00772/CLDP 5 Brookwood Close, Walton, Warrington, WA4 6NY  
Proposed single storey rear extension INFORMATION ONLY

The following plans were received after the issue of the agenda and considered by the Planning Advisory Group:

2024/00797/TPO 5 Lychgate, Walton, Warrington, WA4 6TF Remedial Pruning work to 2 No. Trees  
Recommended response – no comment

2024/00776/CLDP Oaklands Chester Road, Warrington, WA4 5LP  
Two Storey Rear, Single Storey Side & Leisure Outbuilding INFORMATION ONLY.

The following plans have been granted by Warrington Borough Council:

2024/00503/FULH 52 Worsley Road, Walton, Warrington, WA4 6EJ  
Proposal: Two storey side extension, with a 2.5m buffer to side fence. Two Storey rear extension with single storey element. Loft Extension and roof dormer.

2024/00349/FULH 4 Old Hall Close, Walton, Warrington, WA4 6SZ  
Proposal: Demolition of conservatory, erection of garden room to the rear, rebuild existing roof and insert new window openings to facilitate 1 st floor living area and construction of first floor link between, and construction of utility room extension between kitchen and garage with new roof over both utility and garage

#### 66.2 Village Betterment Advisory Group

The group had met prior to the meeting, had reviewed the Terms of Reference, discussed the Gardenia Contract; agreed on watering of the tubs by Cllr. Hardie, discussed the information boards, information from attending the Nature Recovery Strategy workshop held by WBC, drafted a calendar of events and discussed the information forwarded from Remedii, the restorative justice project.

#### 66.3 Donations Advisory Group

The group had not met.

#### 66.4 Events

The group had met prior to the meeting, had agreed Terms of Reference, discussed outline arrangements for the Remembrance Sunday event and the Christmas event.

### **67. Reports from Portfolio Holders and Outside Body Representatives**

#### 67.1 Footpaths/Towpaths

Information on path conditions collated by Cllr. Hazeldine in October and reviewed recently had not been actioned by WBC and a follow-up email was requested to be sent. The bridge at Underbridge Lane had been sprayed with graffiti and will be reported to WBC. Cllr. Bennett had sprayed the Himalayan Balsam at the bridge.

#### 67.2 Highways, Vegetation & Street Lighting

A streetlight opposite Park Lane (close to bus stop C3) had a faulty sensor and was permanently on. The Warrington Road side of Hobb Lane was still overgrown with vegetation and a report to Highways was requested. The tarmac on Holly Hedge Lane was now deteriorating and a follow-up with WBC on the offer by Redrow to restore it was requested. The damage to the bridge at Holly Hedge Lane had been reported and repairs were in hand through an arrangement between WBC and Peel Holdings. The hedging on Chester Road, from Walton Village to the layby requires cutting back and the road signs cleaned. There was damage to the road bridge on Warrington Road opposite the Walton Arms. The bridge on Chester Road, opposite from Furness Rigby had been taped off with

hazard tape but no repairs had yet been undertaken. There was overgrown vegetation on Park Lane from the bridge up to the crossroads.

#### 67.3 Walton Hall Estate

An invitation will be sent for representatives to attend the September meeting. It was noted that traffic management during the last event had been effective.

### 68. Working Groups

16.1 Consideration was given to the establishment of a Working Group to review the new Standing Orders and Financial Regulations issued by NALC and make recommendations on any changes at the September meeting, prior to adoption.

**Resolved** that a Working Group consisting of Cllrs. Hardie, Hazeldine, Lacey and Williams would review the documents and bring recommendations to the September meeting.

16.2 Consideration was given to the establishment of a Working Group be set up to research banking arrangements that will allow the parish council to move to making payments by online bank transfer. The group to present recommendations at the September meeting.

**Resolved** that A Working Group consisting of Cllrs. Allison and Hewitt would research options and bring recommendations to the September meeting.

### 69. Set date and time of next meeting

Agreed that the next Parish Council Meeting will take place on 5 September 2024 at St. John's Community Church Hall, Old Chester Road, Walton commencing at 7.00pm.

[The locum clerk and a member of the public left the meeting]

Item 60 was discussed.

The meeting closed at 10.07pm.