

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Cllr M. Potts, Acting Clerk to the Council. Mrs V. Wearing RFO.
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FULL COUNCIL MEETING **Notice of Meeting and Summons to attend**

To: Council Members; Cllrs Booth, Eriobuna, Fellows, Haywood, Hollis, Peters, Potts, & Rowley

Dear Councillor,

You are hereby summoned on 5th February 2025 to attend the Full Council Meeting of Penketh Parish Council which is to be held on **Monday 10th February 2025 at 19:30**

The meeting will be held in **Penketh Pool and Community Centre Committee Room, Penketh WA5 2EY**

Members of the press & public are welcome; the meeting may be recorded in accordance with the openness of Local Government Bodies Regulations Act 2014.

Note to Councillors:

If you are unable to attend the meeting, please notify the clerk of your apologies

Note to Public:

Residents of the Parish wishing to address the council are advised to notify the clerk before 5pm on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. If representation made is considered outside the remit of Penketh Parish Council, residents will be referred to the principal authority or other appropriate body.

AGENDA

Chairman: Cllr Geoff Fellows

Vice Chair: Cllr Andrea Haywood

PART ONE

- 1. Present;**
- 2. Apologies for absence**
- 3. Declarations of Interest**

3.1 Code of Conduct – Declaration of Interests

Members are reminded of their responsibility to declare any personal or prejudicial interest that they may have in any item of business on the agenda no later than when the item is reached.

3.2 Localism Act 2011 – Dispensations

Members are reminded of their responsibility to make a request for a dispensation to speak on any matter for which they have declared an interest.

- 4. To Sign as a correct record the minutes of the meeting held on**
Monday 9th December, Monday 18th November & Monday 14th October 2024
- 5. Co-Options & Vacancies**
To note that two Councillors have resigned (Claire Williams and Emma Hudson) and vacancies have been advertised. The Council also have two co-opt vacancies and have received written application to seek co-option during this meeting. Details of which have been circulated.

6. Community Policing report – (Document enclosed)

6.1 Issues raised by members of the public solely for the attention of the attending representative. *This item must not exceed 10 minutes.*

7. Matters arising from the minutes

Due to illness, there was no meeting agenda/prepared documents published as planned in the December meeting of the proposed January 2024 date and so this meeting did not take place.

8. Finance – (Documents enclosed)

Statement to Council

Following the departure of Clerk and Locum it was identified that a true and accurate record of accounts were required and so Rialtas were instructed to rebuild the management accounts from the start of the financial year. Whilst this has taken longer than anticipated, the accounts are completely up to date and have been prepared for sign off to end of January 2025. This includes VAT returns and full budgetary reports to set the 25/26 annual budget.

- 8.1 Authorisation of payments – April 2024 – January 2025 (Documents enclosed)
- 8.2 Bank Signatories – New signatories need since the resignation of Cllrs – Tbc
- 8.3 Applications for Financial assistance – In accordance with Section 137 of the Local Government Act 1972 which enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory power for the direct benefit of its area, or part of its area, or all or some of its inhabitants.

9. Budget 2025/26

- 9.1 **This council approves the budget set for 2025/26** - Documents set via email prior to the meeting and copies will be available to Cllrs at the meeting.

10. Setting of the Precept 2025/2026

Statement to Council

Whist Management accounting reports were not officially ready to sign off in the presence of the council, a great deal of controls and voluntary work have been in place throughout the year to ensure the council did not overspend. The council faces higher energy costs following the end of preferential fixed rates contracts, which has already impacted Electricity prices, with Gas expected to increase in May 2025. The Government has also increased National Insurance employer contributions and the National Living wage which comes into effect in April. This council will continue to focus on generating funds from its commercial activities rather than raiding taxpayers at this challenging time for many households. We estimate that the council will have £100k in carryover this year and expect to receive £85k in Section 106 funding which will be earmarked for further enhancements and fuel efficiencies to the Pool and Community Centre. We will also focus on a ramp up of our Parish Council Swimming Lesson provision which now has capacity in place and is ready for growth, once sufficient administrative support is in place. We remain conscious that the Precept rate for Penketh remains relatively high in comparison to other areas, despite falling down the league table in recent years. This year we have significantly invested in our open spaces, with scarce outside funding being available, we have been able to fund drainage works to Greystone Rec along with the installation of two Multi use Gaming areas (MUGA), park play equipment enhancements and the installation of and repair of footpaths for residents' enjoyment.

Recommendation:

Therefore, given the highlighted risks to the council, it is recommended that the submission of request for Precept to Warrington Borough Council be **2.49%**. This is lower than current rate of inflation and is the first requested increase in over 3 years. The Tax base has also decreased by 15

in the last financial year, so this covers that gap and increases the precept by £4129 which represents an extra **£1.92** on average per household for the year, based on a band D property.

11. Motions from Councillors

10.1 **Flag Poles** – Cllr Haywood proposes to install 2 Parish Flag Poles at a cost of no more than £3,000 to include ground works, supply, installation and flags

10.2 **Lighting of the beacon**, Penketh Gardens – Cllr Fellows has been approached by the Royal British Legion to work together to create an event for Thursday 8th May 2025 proposes to create a committee and use part of the summer event budget for the event to involve the community.

12. Committee reports & Recommendations – Verbal report

13. Chairmans Report – Verbal report

14. Clerks report – Verbal report

15. Correspondence – (Document enclosed)

16. Report from Parish surgery – Verbal report

17. Planning – (Documents enclosed)

18. Date of next meeting

Proposed to be Monday 10th March 2025 at 19:30 in the Committee Meeting room.

19. Public question time

Due to the large agenda the public will be limited to no more than 2 questions in which responses may be offered via email/written correspondence if the agenda item exceeds 10 minutes.

20. Matters for further discussion Councillors are reminded of the option to present detail prior to the opening of the agenda item to encourage an efficient meeting which consists only of relevant matter.

PART TWO

Pursuant to section 1(2) of the Public Bodies (Administration of Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of;

21. Recruitment

22. HR updates of Current & New employees – Verbal report

23. SLCC Clerk Paygrade reviews and revisions for former employees – Verbal update on actions taken

MEETING CLOSE

Acting Clerk to the Council *Cllr M. Potts (05/02/2025)*

**Cllrs are kindly requested to raise questions with content of the agenda prior to the meeting and to notify of unavoidable absence to the clerk no later than 17:00 on the day of the meeting where possible.*

***Questions from the public may be emailed to the Council clerk no later than 17:00 on the day of the meeting to be read or taken as read in order for a response to be prepared for reply in the meeting under*

correspondence. At the discretion of the Chairman replies may be returned via email only depending upon the nature and content.