

# Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY  
Miss J Locke, Clerk to the Council. Mrs V. Wearing Temporary RFO.  
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## FULL COUNCIL MEETING MINUTES

Meeting held on Monday 22<sup>nd</sup> January 2024

At Penketh Pool and Community Centre Committee Room, Penketh WA5 2EY

Members of the press & public were welcome; the meeting was recorded.

Meeting opened at 19:33

### PART ONE

**C132 Present; Cllrs G Fellows, A Haywood, K Layfield, C Lenihan, E Peters & M Potts.**

**C133 Apologies for absence; Cllrs N Farrell, L Fox, K Harkin, L Jones & S Jones.**

### **C134 Declarations of Interest**

#### C134a Code of Conduct – Declaration of Interests

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

*Cllr Fellows noted as Chair of Penketh Swimming Club/as a customer of the swimming pool – However there was nothing listed that would cause a reason to declare an interest.*

#### C134b Localism Act 2011 – Dispensations

Members were reminded of their responsibility to make a request for a dispensation to speak on any matter for which they have declared an interest. – None

### **C135 Community Policing Report**

Summary for Penketh and Cuerdley.

Over the last four weeks the ward has been relatively free from crime and disorder, there has been one reported incident of ASB but there was nothing to report, just youths making cat noises and intimidating a member of the public.

There has been a report of burglary however due to the circumstances an officer has been allocated the incident to investigate.

We have had a meeting with the care home managers of 17 Farnworth Road due to residents causing concern for the care home, I have no doubt that the issues will be resolved in due course. The COOP and Tesco over the Christmas and New year period have suffered a few thefts of stock. Anti-Social Behaviour. Penketh. 1. Cuerdley. 0. Speed enforcement. TruCam device was deployed on Warrington Road with a total of 23 activations.

OTHER INCIDENTS We conducted a road safety operation on Warrington Road targeting driving offences such as seatbelts, mobile phones, dangerous driving and speeding.

GF – enquired about the SIDS at both ends of Warrington Road, was informed that they belong to WBC. EP – enquired about volunteers for speed awareness using the Penketh Parish Council kit. PCSO Roger Stevens and PCSO Donna Stevens attended.

**C136 To sign as a correct record the minutes from the last meeting held on Monday 18<sup>th</sup> December 2023.**

**Proposed: MP**

**Seconded: GF**

**Vote: 4 2 abstentions**

**C137 Matters arising from the minutes.**

KL – queried if the transfer of money into the savings account, the clerk has actioned and moved into an existing savings account. Deputy Clerk appointment to go to People and Governance Committee. Job role to be discussed. Action for Open spaces to invite Kate Insley to make a presentation regarding funding and making best use of the open spaces. Signage will be discussed at the Opens spaces committee. Request for clerk to send round rota for Parish Surgery which was actioned.

**C138 Committee reports & Recommendations** – Open Spaces Committee informed the council that Withinshaw Park repairs will be completed soon. EP has been in contact with officers at WBC regarding a Tree survey and other works that needed to be done around the open spaces. EP has reported back that some of these works have already been actioned. Greystone Rec drainage and path works, contract due but no date as yet to start works due to bad weather.

**C139 Chairmans report** – Cllr Fellows attended Penketh Academy to drawer the raffle. Local Netball group has asked if they can join us for a littler pick and have a community litter pick event. Letter of thanks for donating a gift of a free family swim.

**C140 Clerks Report** – Met with RFO to arrange the financial diary, mainly been booking parties and dealing with rotas and timetables. Managed to increase hall hire over the past six weeks. The clerk thanked EP for her help with park inspections while covering the office.

**C141 Correspondence** – the Clerk received numerous emails on different matters and have all been responded to.

**C142 Report from Parish surgery** – CL attended the parish surgery, some residents attended regarding 17 Farnworth Road care home. CL has offered support.

**C143 Planning** – The planning information below was obtained from the Warrington Borough Council website – Planning permissions have been reviewed and noted by the Penketh Parish Council.

**C143.1 Holly’s Farm Application**

A discussion was had with attending Councillors and members of the public that attended regarding Holly’s farm. A vote was taken on whether the Clerk should send a letter of support.

Vote: 4 for and 1 Abstention

Clerk to send a letter of support on behalf of PPC.

EP- enquired about the dates for application that they are very short. CL – explained the process, and it was suggested either a sub committee for planning or hold an extraordinary meeting if it was felt that an application needed to be discussed.

Application Reference	Application Type	Location Details	Proposal	Ward	Parish	Consultation Closes
2023/01 566/FUL H	Full Planning - Househol der	28 Babbacombe Road, Penketh, Warrington, WA5 2PX	Single storey side extension to semi- detached bungalow and conversion of detached single	Penketh and Cuerdley	Penket h	05-02- 2024

Application Reference	Application Type	Location Details	Proposal	Ward	Parish	Consultation Closes
			garage to habitable room and store.			
2024/00006/FUL	Full Planning	Unit 5b, Riverside Trading Estate, Warrington, WA5 2UL	Full planning application for the change of use of the industrial unit for use as a pet crematorium (Sui Generis) at Unit 5B, Riverside Trading Estate, Warrington, WA5 2UL and the installation of a flue at roof level	Penketh and Cuerdley	Penketh	30-01-2024
2023/01516/FUL	Full Planning	Hollys Farm, Hollys Farm Tannery Lane, Penketh, Warrington, WA5 2UF	Demolition of existing Farm Shop and proposed new Farm Shop with associated storage, disabled toilet and car parking	Penketh and Cuerdley	Penketh	12-01-2024
2023/01527/FUL H	Full Planning - Household	12 Woodley Fold, Penketh, Warrington, WA5 2JB	Demolition of existing conservatory and replacement with new side extension. New porch extension, alteration to window openings and new finished treatment to existing rear elevation	Penketh and Cuerdley	Penketh	23-01-2024

**C144 Finance** - Latest Bank statements shared with all councillors, as well as the reconciled monthly accounts

Ad-hoc Expenditure December	PPC Account	Date	Amount
MSFT	License	04/12/23	£140.76
Fire and Safety	Gritter	04/12/23	£139.80
Peninsula	HR	04/12/23	£400.66
A Haywood	Plants for pool	04/12/23	£21.94
Shore Swim Ltd	Chemicals	04/12/23	£270.00
K Leach Refund	Swim Lessons	05/12/23	£84.00
Amazon	Pool cleaning pads	06/12/23	£16.99
Amazon	Cleaning Equipment	06/12/23	£94.09
L&R Roadlines	Carpark	06/12/23	£1046.40
St Johns Ambulance	First Aid	07/12/23	£30.88
O Novikova	Yog/Aquafit	07/12/23	£866.63
Shore Swim	Chems and service	07/12/23	£2985.24
R McDiarmid	Plumber	08/12/23	£40.00
A&B Services	Manholes	11/12/23	£114.00
Pool		11/12/23	£9850.00
BT		12/12/23	£108.79
St Mary's PPC	Grant	12/12/23	£312.00
WBC	Grounds maintenance	12/12/23	£2080.87
Swim England	Certificates & Badges	13/12/23	£415.08
Amazon	Toilet roll dispenser etc	12/12/23	£519.81
Vincitech		14/12/23	£50.00
W Davies	Window Cleaner	14/12/23	£54.00
Three Whistles	Training	14/12/23	£550.00
DKG Electrical	Hall Lights	14/12/23	£1090.00
HAGS	Park Maintenance	15/12/23	£3634.80
A Kavanagh	Refund	18/12/23	£84.00
Solopress	Leaflets	18/12/23	£211.59
Spar	Chocs for swim scheme	19/12/23	£17.97
Royal Marine Corps	Grant	19/12/23	£500.00
Spar	Batteries for office	20/12/23	£4.99
Amazon	stationery	20/12/23	£42.39
Co-op Banking	Transfer to savings	20/12/23	£70,000.00
Amazon		21/12/23	£108.35
B&Q	Perspex	21/12/23	£138.00

Engie Power		21/12/23	£1396.82
Nationwide Newsletter Drop		21/12/23	£341.15
<b>Total</b>			<b>£97962.00</b>

Ad-hoc Expenditure December	Pool Account		
BACS Fee		11/12/23	£5.38
E Hayes Refund	Swim Lessons	12/12/23	£42.00
Everflow		18/12/23	£608.39
Payroll		22/12/23	£7327.33
FastPay		27/12/23	£156.90
Total Energies		27/12/23	£3558.69
BT		28/12/23	£7.50
<b>Total Ad-hoc Expenditure</b>			<b>£11706.19</b>

EP – has emailed the Clerk querying payments and other financial queries, Clerk to respond in writing to EP.

On the List of payments for this account the total amount for the 6 Amazon Services entries is £825.04, what are these for?

Are the 4 Microsoft entries for software licenses?

O NOVIKOVA is costing £866.63, can I have a list of how many people are attending for cost effectiveness and what does she charge per session?

DKG ELECTRICAL SERVICES cost £1090.00, was this just for labour as the lights cost £0? Can we justify this cost when the main lights had only been replaced 12 months ago?

HAGS-SMP LTD cost £3634.80, has all of the work been done and checked?

Corporate Instant Deposit cost £70,000, which bank have we used and what interest rate do we get?

Gas and Electric's in 2 different accounts which comes to £4955.51

CL - queried the Total Energies bill as concerned about the amount. Has asked to see the bill. CL –

Mentioned that advise had come out regarding Purdah 2024.

**Proposed: GF**

**Seconded: AH**

**Vote: 4**

**Abstentions 2**

**C145 - Date of next meeting to be proposed as Monday 19<sup>th</sup> February 2024 at 19:30 at Penketh Parish Pool & Community Centre Committee Meeting room – agreed.**

**C146 - Public Question time – 5 members of the public attended in support of Holly's Farm application.**

**C147 - Matters for Further Discussion – GF pool is in its 50<sup>th</sup> year, would like to do something in the Community in celebration of this. March was suggested as a good time. CL – suggested that we have a Spring Market in the Hall early March if Purdah allows. EP – has been asked to ask the Clerk, if the churches can use the Hall for their Easter Celebrations. KL – St Paul's Church and St Mary's church have a youth worker and are hoping to arrange a youth group. New policy to be added to next months agenda to add new policy for Menai Bridge.**

**C148 - Setting of Precept** – Discussion was had regarding the setting of the precept; it is set at a 0% increase for 24/25.

**Proposed: GF**

**Seconded: MP**

**Vote Unanimous**

**PART TWO**

Nothing listed.

**MEETING CLOSE** - 20:52

Clerk to the Council *Miss J Locke*

*\*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.*