

Penketh Parish Council

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FULL COUNCIL MEETING MINUTES

MEETING HELD ON MONDAY 14 APRIL 2025 AT 19:00

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 19:00

PART ONE

Chairman: Cllr Geoff Fellows.

Cllrs Michael Potts (Arrived 19:05), Tracey Booth, Laura Hollis, Geoff Fellows (Chair), Andrea Haywood, Joe Dodd. Members of the Public: 3

Officers Present: Acting Clerk – Cllr M Potts

Minute 24/25-196 – Apologies for absence

Apologies received from Cllr Eunice Peters, Cllr Rebecca Rowley.

Minute 24/25-197 – Declarations of Interest

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.

Cllr M Potts declared an interest as the partner of Cllr Fellows.

Both interests were declared verbally in the meeting.

Minute

Minute 24/25-198 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 are listed

Minute 24/25-199 – Matters Arising from the Minutes

There were no matters arising.

Minute 24/25-200 – Community Policing Report

The Chairman spoke on that fact a report wasn't received in time for the meeting but no significant events to report. As we don't have a dedicated PSCO for the area and due to resourcing the council noted that it has been difficult receiving reports which are a lower priority.

Minute 24/25-201 – Public Representation

The Chairman brought this section forward due to 3 members of the public being in attendance. They raised an issue with the childrens home run by WBC on Farmworth road and the impact it was having on their lives following recent and historic incidents which have been detrimental to their wellbeing, the councillors present were all in agreement that it wasn't acceptable and resolved to right a letter urging them

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to review the current set up and support the residents in their pursuit of reaching an agreement. Cllr Potts proposed to draft a letter and Council approved this approach.

Members of the public the left.

Minute 24/25-202 – Finance

8.1 Finance documents for the period 1st March 2025 to 31st March 2025 were reviewed and approved. Vote: Majority in favour. One abstention.

8.2 Discussion was held regarding bank signatories. It was agreed that the Chairman would prepare the relevant forms once the newly co-opted councillors are fully in place.

8.3 No financial assistance applications were received within the window for this meeting. One application has been received outside of this and will be deferred to the next meeting for consideration.

Minute 24/25-203 – Committee Reports and Recommendations

There were no formal reports to receive. A brief discussion was held regarding the need to reinstate the Finance Committee once officer support is back in place and YE completed.

Minute 24/25-204 – Chairman's Report

The Chairman gave a verbal report outlining the work undertaken over the previous month. A discussion was held regarding the need to prioritise workload given current pressures and limited officer availability, also work underway for the VE80 beacon lighting ceremony.

Minute 24/25-205 – Clerk's Report Cllr M Potts, acting as Clerk, provided an overview of the current recruitment exercised planned to take place, this had been delayed due to the re charting of the full accounts with Rialtas due to past errors and we didn't want to hand these issues over to a potential recruit. YE close service also booking in for the beginning of May to make sure we meet the external Audit requirements this year. Cllr Potts also gave a brief update on the EMP to be submitted to ESAG at WBC for the upcoming event for VE80.

Minute 24/25-206 – Correspondence A correspondence log had been circulated to all councillors prior to the meeting. No questions were raised in relation to the items listed.

Minute 24/25-207 – Parish Surgery Cllr G Fellows attended the most recent Parish Surgery and reported that there was nothing significant to note for committee action. An invitation was extended to councillors to attend future surgeries. A discussion followed regarding some members' ongoing difficulty attending due to work commitments.

Minute 24/25-208 – Planning A planning pack had been circulated to councillors and was summarised at the meeting. Live updates had also been shared throughout the month. There were no items of significance to report. A brief discussion was held in relation to correspondence received from a member of the public concerning the proposed battery installation. Councillors noted the development was currently in its consultation phase and a consultation is booked at a different venue. Further information will be shared as it becomes available.

Minute 24/25-209 – Motions

9.1 **Flag Poles** - Cllr Haywood proposes to install 2 Parish Flag Poles and one Community Flag Pole gifted to Heathside Mews at a cost of no more than £3,000 to include ground works, supply, installation and flags. Whilst we have been approached by a number of local willing people to support the additions by giving free time – The council will endeavour to seek best value whilst also consider quality, safety and lifespan of the products and materials used

All in favour.

9.2 **Penketh Gardens** – Cllr Fellows has been approached by the Royal British Legion to work together to create an event for Thursday 8th May 2025 the committee formed of councillors will use up to £5000.00 of the summer'25 event budget for the event to involve the community with support of other local community groups

All in favour.

Minute 24/25-210 – Date of Next Meeting The next Full Council meeting is scheduled for Monday, 12th May 2025 at 19:00 in the Committee Meeting Room. This was approved by all members present.

Part Two – Confidential Matters

Minute 24/25-211 – HR and Tribunal Update A brief discussion was held regarding the outcome of the recent employment tribunal. Councillors were updated on the appeals process and all were in agreement. Mike agreed to update any important information as and when it happens or next meeting.

All other items discussed as part of the full meeting.

Meeting closed at 21:15

Temp Clerk to the Council 16/04/2025

**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 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.*

C. N. Loh 12/5/25