

# Penketh Parish Council

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## FULL COUNCIL MEETING MINUTES

Meeting held on Monday 18<sup>th</sup> November 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 19:30

### PART ONE

Chairman: Cllr Geoff Fellows.

**Minute 24/25-107** Present; Cllrs Booth, Fellows, Hollis, Hudson, Peters, Potts, Rowley & Williams

**Minute 24/25-108** Apologies for absence; Eriobuna, Haywood,

**Minute 24/25-109** **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.*

**Minute 24/25-110** 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 24/25-111** **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.*

*Co-option 1 Member of the public has expressed an interest of Co-option and will be invited back to the next meeting they were not in attendance this time for the Council to consider.*

**Minute 24/25-112** **Community Policing Report –**

Document shared with the council prior to the meeting.

Listed Reported Burglaries 3 Criminal Damage 0, Reported theft of motor vehicles 0.

Complaints of speeding on St Vincents Road near to St Stephens Road and so a 20MPH speed sign has been placed there to remind drivers of their speed. Staffing was being considered in order to attend the Parish Christmas event. A Speed indicator device (SID) has been placed on Lumber Lane and the speed enforcement vehicle has been on Warrington Road for the last 30 days with a number of activations.

*Issues raised by members of the public solely for the attention of the attending representative. This item must not exceed 10 minutes. None*

**Minute 24/25-113** To Sign as a correct record the Full Council Meeting minutes of the last meeting held on Monday 14th October 2024. This could not take place due to minutes not being prepared in time for the meeting from the recording. It was agreed to defer this to the following meeting

Agree – All in favour.

**Minute 24/25-114** Matters arising from the minutes. This was not relevant due to the delay in the production of the minutes

**Minute 24/25-115** There were no submitted motions this month for consideration

#### **Committee reports & Recommendations –**

**Minute 24/25-116** Following the resignation of Cllr Erica McSherry the necessary actions to advertise the vacancy with Electoral Services has been action. There was no request for an election and so the vacancy can now be filled by co-option saving the tax payer the cost of a bye election in the region of £7000.00-8000.00

**Minute 24/25-117** Recruitment of the vacancies for Clerk and Deputy are ongoing with a recruitment pack being devised to ensure a fair selection process. A working group of three members will form an interview panel to move this process forward however it is noted that in the run up to Christmas with a lot of other activities being carried out by volunteers and general day to day tasks taking place it leaves little time to appoint, induct and offer training and support necessary until the new year. This is also as a result of the accounting rebuild experiencing delays from the creator of the software.

**Minute 24/25-118** Work continues to make headway with the planning of the Christmas Market which will take place later this month on Saturday 30<sup>th</sup> November with a Christmas tree light switch on from 5pm. The market and light switch on have been supported by two school choirs and have a number of bookings for stalls which we hope will be a big success. The Penketh Fire brigade have also agreed to be in attendance with a truck for visitors to look around.

**Minute 24/25-119** A vacancy for centre Cleaners, Lifeguards and Swimming Teachers has also been displayed with agreement from councillors to help keep the council business function in smooth operation.

**Minute 24/25-120** Payment agreed to the RBL for wreathes from the Parish Council

#### **Chairmans Report –**

**Minute 24/25-121** Remembrance Sunday Parade was a very well run and respectful event and Councillors were thanked for their efforts in making sure the event happened especially those who were able to also provide secure roads within the marshalling role. Thanks, were also passed on to the Clerk & members of Great Sankey Parish Council and The Royal British Legion.

#### **Clerks report –**

**Minute 24/25-122** A verbal report was given to the Council

#### **Correspondence –**

**Minute 24/25-123** Emails of importance have been forwarded to councillors throughout the month.

**Minute 24/25-124** The monthly Water Laboratory test results have been returned once again with outstanding water quality for the Swimming Pool

**Minute 24/25-125** Enforcement officers with a duplicate complaint were called to a property on Farnworth Road with Alleged unauthorised rear boundary wall and change of use of land to residential use and to also question a ground floor extension of garden curtilage. Case has been assigned to Jo Last at WBC

#### **Report from Parish surgery –**

**Minute 24/25-126** Cllr G Fellows & E Peters attended the surgery at Penketh Library detail was mentioned at the meeting

**Minute 24/25-127** **Planning – No issues raised.**

**Minute 24/25-128** **Finance**

*Authorisation of ad hoc/regular spend for the month were not available for approval*

*Unable to proceed with approval. Rialtas still completing restatement of accounts.*

**Vote – All in favour.**

**Minute 24/25-129** *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 – None.*

**Minute 24/25-130** **It was agreed that the date of next meeting to be Monday 9th December 2024 at 19:30 at Penketh Parish Pool & Community Centre Committee Meeting Room.**

**Minute 24/25-131** **Matters for further discussion**

*None to list*

## **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;*

**Minute 24/25-132** It was Discussed that whilst two candidates for two roles had applied for the roles a third applicant had since submitted a CV and so a full interview process would need to take place. The Appointment of a part time cleaner at 7.5 hrs a week with the potential to increase to 12.5 hours once the cleaning contract ends will generate a substantial saving to the council  
One more lifeguard was approved for appointment after completing a course with the Councils training provider.

**Vote – majority in favour.**

**Minute 24/25-133** The use of land discussion as per the agenda item did not take place to reach a decision and will be re-tabled at a later date.

**Minute 24/25-134** **The time reached 21:30 and it was agreed to close the meeting**

**Minute 24/25-135** **MEETING CLOSE 21:30**

Temp Clerk to the Council 18/11/2024

*\*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.*