

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY

Tel: 01925 724 515

Email: clerk@penkethparishcouncil.org.uk



FULL COUNCIL MEETING MINUTES MEETING HELD ON MONDAY 10 FEBRUARY AT 19:30 At Penketh Pool and Community Centre Committee Room, Penketh WA5 2EY

Members of the press and public were welcome in accordance with the openness of Local Government Bodies Regulations Act 2014. The meeting was also recorded.

Meeting opened at 19:30.

Council Members Present: Cllrs Geoff Fellows (Chair), Eunice Peters, Michael Potts, Chuck Eriobuna, Rebecca Rowley, Tracey Booth.

Officers Present: None (Cllr M Potts recording minutes)

Public/Press: 1

Glossary:

PO = Proper Officer, Cllr = Councillor, IA = Internal Audit, EA = External Audit, YE = Year End, FY = Financial Year, GDPR = General Data Protection Regulations

Minute 24/25-157 - Apologies for absence

L Hollis.

Minute 24/25-158 Declarations of Interest

Members were 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.

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

Cllr Geoff Fellows declared an interest as Chair of the Penketh Swimming Club, and a customer of the swimming pool.

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

Minute 24/25-159 – Minutes

The council approved the Full Council Meeting minutes of the last meetings held on Monday 9th December, Monday 18th November & Monday 14th October 2024.

Proposed: Cllr G Fellows, Seconded: Cllr T Booth

Cllr E Peters asked to be noted as voting against the minutes, no explanation was provided.

Cllr C Eriobuna abstained from the voted.

Minutes passed.

Minute 24/25-160 Co-Options & Vacancies

Noted that two Councillors (Claire Williams and Emma Hudson) have resigned, and vacancies have been advertised. The Council also has two co-opt vacancies, and written applications were received and circulated for consideration.

Wendy Treanor put herself forward for Co-option.

5 in favour, 1 Abstention. Cllr Wendy Treanor co-opted to Penketh Parish Council.

Minute 24/25-161 Community Policing Report –

No report received, Mike to chase up with PCSO as aware of role swaps and absence which may have impacted.

Minute 24/25-162 Matters arising from the minutes. N/A

Minute 24/25-163 Finance

- Authorisation of payments – April 2024 – January 2025 (Documents enclosed)
Vote – **All in favour**. Proposed: Cllr M Potts, Seconded: Cllr T Booth
- Bank Signatories – New signatories required due to resignations. - Cllr T Booth TBA
- Applications for Financial assistance – None received.

Cllr Potts has published all spends over £500 on the parish council website for the fiscal year to date to support in openness and transparency. The council will also look to publish a balance sheet and profit and loss statement now that accounting software is up to date. **Noted that a few transactions over £500 had to be redacted due to an issue with Payroll not being processed by officers and therefore had to be processed via BACS as a one off, this would not usually be the case and processing by our payroll provider has returned to normal.*

Minute 24/25-164 Budget 2025/26

The council approved the budget for the year ahead, document had been distributed prior to the meeting and a conversation was had about the enablers for increasing income to maintain the progress made in stabilising the finances and continuing to be able to invest in the centre and local community.

Minute 24/25-165 Setting of the Precept 2025/26

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 further 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.

Vote – All in favour

Minute 24/25-166 Motions from Councillors

Two votes were tabled for discussion, the vote for installation of flagpoles on was deferred due to the absence of Cllr Haywood.

Motion on lighting of the beacon was noted.

Minute 24/25-167 Committee reports & Recommendations – Verbal report.

Minute 24/25-168 Chairman's Report – Verbal report.

Minute 24/25-169 Clerk's Report –

Resignations x 2 Claire Williams and Emma Hudson.
1 x Disqualification – Cllr Haywood.

Solar Panels – 2 quotes almost obtained after raising hot water panel damage to the Insurance company. Will need to consult with the insurers once more information received and see if needs to be brought back to for decision.

- Sunny portal (PV Solar Panels) still down ticket raised with them, also need to submit meter readings once back up and running.

IT Help – Galaxy have restored proper access to MS Teams since it was lost following the elections and members being changed.

Issues with the **website**, no impact to council or members of the public, Vinci tech responded quickly and sorted on the day. Not impact to users,

Accounts up to date and working with Rialtas on coding changes for cost centres etc. VAT brought back up to date and in receipts of payments.

Adult swimming lessons, launched provisionally and asked for a new sign-up link from software provider to manage customer demand before full advertising.

Swim **teacher meeting**, audit of the certificates and spaces available. We have a large backlog of waiting list people to work through to increase income. TBC.

PSPO - Dog Control - Parish Council – signage ordered. Need to check on the PSPO boards as none received.

Payroll and DD collections completed throughout – need chase up missing payments and swimming

queries and classes kept up to date.

Minute 24/25-171 Correspondence

Key communication highlighted and summary to be provided at the next meeting.

Minute 24/25-172 Report from Parish surgery – Verbal report.

Minute 24/25-173 – Planning

No significant issues raised. Each Application is sent via email to Councillors as they come in rather than logged due to time constraints with lack of officers.

Minute 24/25-174 Date of next meeting

Proposed as Monday 10th March 2025 at 19:30 at Penketh Parish Pool & Community Centre Committee Room. Confirmed. – Noted

Minute 24/25-175 Public question time

One member of the public in attendance. Handed in a letter to appeal for the use of Greystone Rec in July for the Carnival.

Minute 24/25-176 Matters for further discussion

None

PART TWO

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

Minute 24/25-177 - Recruitment Cllr Wendy Treanor to assist with interviews.

Minute 24/25-178 - HR updates of Current & New employees Training Updates and HR

Minute 24/25-179 SLCC Clerk Paygrade reviews and revisions for former employees

Resolved to write to former and apply retrospective uplift despite no request received. Award made by SLCC/NALC post the end of employment with Penketh Parish Council, Cllrs happy within existing budgets.

Signed:

Print:

Date: