

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Clerk to the Council Mr Stephen McGlynn

Tel 01925 724 515
clerk@penkethparishcouncil.org.uk



FULL COUNCIL MEETING MINUTES

Meeting held on Monday 14th July 2025
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 19:15 (Awaiting arrival of Cllr)

PART ONE

Chairman: Cllr Geoff Fellows.

Minute Ref: 25/26-266 Present; Cllrs Fellows, Booth, Haywood, Peters, Potts, Treanor.
In Attendance: Mr Stephen McGlynn (Clerk) and member of the public

Minute Ref: 25/26-267 Apologies for Absence; Cllr Dodd.

Minute Ref: 25/26-268 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 a family member of Cllr Fellows residing in the same property.

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

Minute Ref: 25/26-269 Approval of Previous Minutes

The minutes of the Full Council Extraordinary meeting held on 27th June 2025 were approved as a correct record with an amendment needed due to Admin error of including Minute 25/26-234 and 235 which had not been removed as these referred to previous meeting minutes.

Proposed: Cllr Fellows, Seconded: Cllr Booth. Approved – 5, Abstain – 1.

Minute Ref: 25/26-270 Matters Arising from the Minutes

1. Minutes for meeting held on 27th June 2025 to be amended by removing Minute 25/26-234 and 235 as these points referred to Attendees and Apologies of previous meeting held on 9th June 2025.
2. Chairman to sign off amended version of these minutes.

Minute Ref: 25/26-271 Appointments, Co-options & Vacancies

1. Co-option onto Parish Council: Nigel Catlow had applied to be co-opted onto council and was present to give an overview of why he should be co-opted onto parish council and answer questions from the councillors. Nigel was asked to leave committee room while councillors discussed application in detail. Meeting was adjourned at 19.55 while the Chair and Clerk had a discussion with Nigel outside of the committee room to explain views of the councillors. Nigel invited back into committee room and meeting reconvened at 20.10. A proposer and seconder were required to take this application forward and there was none forthcoming, based on this the application cannot be taken forward at present.

Minute Ref: 25/26-272 Finance Payments and Authorisations:

1. Finance documents presented and agreed, Proposed: Cllr Booth. Seconded: Cllr Haywood. Unanimously Approved.
2. Ongoing issues with Rialtas, continuing to look at other finance software options as a replacement.

Minute Ref: 25/26-273 Chairman's Report

The Chairman provided a verbal report update.

Advised extra staff employed to help with pool cleaning duties.

Hedges have now been cut on Greystone Park and a full hedge cutting visit required later this year.

Minute Ref: 25/26-274 Clerk's Report

1. Collating and reconciling financial data for all schools and groups using the pool in financial year 2024/25, invoices have been sent out requesting payments. Working on clubs and groups who rent the Hall as well so invoices can be raised.
2. Peninsula H&S Advisor has been on site to conduct Audit and review documentation which has raised a range of actions we need to complete over next few months.

Minute Ref: 25/26-275 Report from Parish Surgery

Verbal update received.

1. Complaint that Sandy Lane Penketh was been used as a Rat run by cars, PCSO informed.
 2. Parking complaint but out of area.
 3. HMO issue on Chaple road directed to Warrington Borough Council.
 4. Also mentioned under this Agenda point, House party Hall nook spilled over onto Graystone Park, dog attack Greystone Park is a matter for the police to deal with, Edgewood Court has traffic issues needs some form of Traffic calming system at top end of Greystone Road.
- Next Parish Surgery scheduled for 2nd August 2025, 10:30am – 11:30am.

Minute Ref: 25/26-276 Planning

Nothing to discuss.

Minute Ref: 25/26-277 Date of next meeting confirmed as 8th September 2025 at 19:00 at Penketh Parish Pool & Community Centre Committee Meeting Room.

Minute Ref: 25/26-278 Public Question time

Nothing to discuss.

Minute Ref: 25/26-279 Meeting Close

Time: 20:35

Steve McGlynn

Clerk to the Council

14/07/2025

**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.*