

Penketh Parish Council

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MINUTES OF THE FULL COUNCIL MEETING

Held on Monday 8th September 2025 AT 19:00

Held at Penketh Pool and Community Centre

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

MEETING OPENED AT; 19:04

Present:

Cllrs Geoff Fellows (Chair), Wendy Treanor, Andrea Hayward, Joe Dodd, Tracy Booth, Michael Potts (minutes)

Clerk:

Mr Stephen McGlynn (on annual leave)

Members of the Public:

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25/26-287. Apologies for Absence

Apologies were received and accepted from Cllrs Peters and Eiobuna.

25/26-288. Declarations of Interest

Cllr Fellows declared interests as Chair of Penketh Swimming Club and private pool hirer for Penguins Swim School. Cllr Potts declared an interest as living at the same property. No other declarations were made.

25/26-289. Minutes of Previous Meetings

The minutes of the Full Council meetings held on 14 July 2025 and 21 August 2025 were reviewed.

- Amendment requested by Cllr Peters (Minute 25/26-271) was agreed and included.
- Correction noted re: Chapel Road spelling.

Resolved: Minutes approved as a correct record (proposed Cllr Hayward, seconded Cllr Dodd).
Unanimous.

25/26-290. Matters Arising

- Correction of 'Chapel Road' to be noted.
- Members agreed to ensure future double-checking of spellings and minor errors before publication.

25/26-291. Appointments, Co-options & Vacancies

Election for three West Ward seats confirmed for 25 September 2025.

One further co-option vacancy remains.

Members noted the need to observe purdah restrictions in communications.

25/26-292. Finance

The Clerk's written report was read into the record by the Chair. Key points:

- Outstanding invoices from schools largely cleared; One School still pending due to summer closure.

- New invoices for 2025/26 swimming sessions to be issued shortly.
- Most swim clubs and hires are financially up to date.
- Public sessions income averaging £4,700 per month, with £6,000 in August.
- Transition to Scribe accounting software underway.
- Exploration of moving to a more digital bank account option.
- Upcoming elections (23 September) will require hall hire.
- Projects upcoming: newsletter, Remembrance Sunday, Christmas Market.

Resolved: Report received and noted. No payments required this cycle due to system transition.

25/26-293. Motions from Councillors

None received. Members reminded of the process for submitting motions and encouraged to use working groups to develop proposals.

25/26-294. Committee Reports & Recommendations

Pool operations reported: recruitment of six new lifeguards and four new Level 1 swimming teachers. Staffing changes due to university leavers and reduced hours covered.

August was otherwise a quieter month, with the exception of an extraordinary meeting re: BESS application and the August Parish Surgery.

25/26-295. Chairman's Report

The Chair noted a relatively quiet August but highlighted ongoing community engagement around BESS, HMOs, vandalism, and litter issues.

25/26-296. Clerk's Report

As covered under Finance and general updates.

25/26-297. Correspondence

- Complaint received regarding the Parish flagpole. Members noted there was no intent to cause offence; matter referred to Steve Boldero for review.
- Members agreed to review a flagpole policy and commission a Penketh Parish flag design (approx. £80 cost). Drafts to be considered at the next meeting.

25/26-298. Report from Parish Surgery

Cllrs Fellows and Dodd attended the September surgery.

- Concern raised regarding footpaths and potholes on Larch Avenue. Referred to Borough Council.
- Chair confirmed he had followed up with Borough officers re: resurfacing and trip hazards.
- Members noted tree cutting at St Joseph's had been completed following repeated requests.

25/26-299. Planning

- No contentious new applications.
- Updates noted re: solar farm application and BESS consultation (closed 8 September 2025).

25/26-300. Date of Next Meeting

Next Full Council meeting confirmed as Monday 13th October 2025 at 7.00pm.

25/26-301. Public Question Time

No public questions were raised.

25/26-302. Matters for Further Discussion

- Christmas Market 2025: Provisional date agreed for Saturday 22nd November 2025. Members noted budget provision for new lights and trestle tables. Working group to be established with Clerk support.

- Armistice/Remembrance Sunday: Members noted event on 9 November 2025 and agreed to liaise with Great Sankey PC. Clerk to coordinate with Royal British Legion and update Council.

Meeting closed: 7:30pm

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