

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Clerk to the Council. Mr Stephen McGlynn.
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FULL COUNCIL MEETING **Notice of Meeting and Summons to attend**

To: Council Members; Cllrs Booth, Dodd, Eriobuna, Fellows, Haywood, Peters, Potts, Treanor, Cooper, White, Towell, Cunliffe.

Dear Councillor,

You are hereby summoned on 3rd December 2025 to attend the Full Council Meeting of Penketh Parish Council which is to be held on **Monday 8th December 2025 at 19:00**

The meeting will be held in **Penketh Pool and Community Centre Committee Room, Penketh WA5 2EY**

Members of the press & public are welcome; the meeting may be recorded in accordance with the openness of Local Government Bodies Regulations Act 2014.

Note to Councillors:

If you are unable to attend the meeting, please notify the clerk of your apologies

Note to Public:

Residents of the Parish wishing to address the council are advised to notify the clerk before 5pm on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. If representation made is considered outside the remit of Penketh Parish Council, residents will be referred to the principal authority or other appropriate body.

AGENDA

Chairman: **Cllr Geoff Fellows**

PART ONE

- 1. Present;**
- 2. Apologies for absence**
- 3. Declarations of Interest**

3.1 Code of Conduct – Declaration of Interests

Members are 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.

3.2 Localism Act 2011 – Dispensations

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

4. Remembrance of Former Councillor Kate Snape

To receive a short statement in remembrance of former Parish Councillor Kate Snape, who sadly passed away recently.

Kate served Penketh with warmth, commitment and genuine care for the community, and her contribution over many years is fondly remembered. Her funeral took place on **Monday 1st**

December 2025, where many residents, friends and colleagues paid their respects. **The Chairman will invite members to observe a moment of silence in honour of her service to the Parish.**

5. Approval of Minutes

To approve the minutes of the Full Council meeting held on 10th November 2025.

6. Matters Arising from the Minutes

7. Finance

- (a) Payments for Approval – To approve all payments and direct debits made in November 2025. **Appendix A**
- (b) Bank Reconciliations **Appendix B**
- (c) Bank Statements – Attached for Review **Appendix C**

8. Clerks Report –

9. Chairmans Report – Verbal report

10. Police Report – Requested from local policing team, to be shared prior to the meeting if available.

11. Correspondence - To note any correspondence received.

12. Planning Matters - To consider any new planning applications or consultations.

Application	Location Detail	Proposal	Ward	Parish	Consultation End Date
2025/01684/ADJA	Land off Derby Road Widnes	Halton BC application for Variation of Conditions Application under Section 73 of the Town and Country Planning Act to vary condition nos. 3 (Quantum of Development), 4 (Approved Documents) and 24 (Acoustic Report) of planning...	Sent for Awareness		24/12/2025
2025/01650/SCR	Port Warrington Birchwood Lane, Penketh, Warrington, WA4 6XE	Proposed port related modular construction terminal with the re-instatement of rail freight line, extension to existing canal-side berth, provision of emergency access road, open storage, erection of industrial units and associated fencing and...	Bewsey and Whitecross	Penketh	16/12/2025
2025/01509/FULH	11 St Marys Road, Warrington, WA5 2DT	Proposed Conservatory Extension	Penketh and Cuerdley	Penketh	03/12/2025

13. Parish Surgery Report – To receive an update from Borough Councillors on the last meeting and review the schedule of Parish Councillor Support/Attendance.

14. Public Question Time - Residents of the Parish wishing to address the council are advised to notify the clerk before 5pm on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. If representation made is considered outside the remit of Penketh Parish Council, residents will be referred to the principal authority or other appropriate body. Although the council will endeavour to answer any questions in the moment, they reserve the right to send a written reply where appropriate.

15. Date of Next Meeting

- **Proposed to be** Monday 12th January 2026 at 7:00pm

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;

None

MEETING CLOSE

Clerk to the Council *Steve McGlynn (03/12/2025)*

**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 in order 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.*