

# Penketh Parish Council

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## MINUTES OF THE FULL COUNCIL MEETING

**Held on Monday 8<sup>th</sup> December 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; 19:15**

**Present:**

**Cllrs Fellows (Chair), Haywood, White, Treanor, Potts, Cunliffe.**

**Clerk: Mr Stephen McGlynn**

**Members of the Public: 0**

**Police: None present.**

### **25/26-335. Apologies for Absence**

Apologies were received and accepted from Cllrs Booth, Dodd, Peters, Towell and Cooper.

### **25/26-336. Declarations of Interest**

Cllr Fellows declared interests as Chair of Penketh Swimming Club and private pool hirer.

Cllr Potts declared an interest as residing at the same address as Cllr Fellows.

No further declarations.

### **25/26-337. Remembrance of Former Councillor Kate Snape**

Cllr Fellows read out a short statement in remembrance of former Cllr Kate Snape, recognising her service, advocacy for accessibility, and contribution to parish business.

A minute's silence was observed.

### **25/26-338. Approval of Minutes (10th November 2025)**

Minutes of the Full Council meeting held on 10 November 2025 were approved subject to a minor spelling correction ("Laytham Hall").

**Proposed: Cllr Potts**

**Seconded: Cllr Haywood**

**Approved**

## **25/26-339. Matters Arising**

Clarification was provided regarding notice periods and financial reporting. Members noted the ongoing migration and improvements within the Scribe accounting system. No further matters raised.

## **25/26-340. Finance**

### **a) Payments for Approval – November 2025**

Council considered all payments and direct debits for November 2025.

**Proposed: Cllr Fellows**

**Seconded: Cllr Treanor**

**Resolved: That all payments for November 2025 be approved.**

### **b) Bank Reconciliation – November 2025**

The bank reconciliation was presented.

**Proposed: Cllr Fellows**

**Seconded: Cllr Cunliffe**

**Resolved: That the bank reconciliation be approved and signed.**

Council noted the outstanding petty cash balance and agreed it should be removed once reimbursements have been processed.

## **25/26-341. Clerk's Report**

The Clerk reported:

- Recruitment for the Assistant Clerk role vacancy had closed at 5pm on Monday 8 December.
- Pool and hall income continues to remain at consistent levels, with strong demand in December and January for Pool and Hall party bookings.
- Retrospective planning application for "True Fit Golf" has been received.
- Police update shared: PCSOs may be phased out in 2026 subject as currently in consultation period.

## **25/26-342. Chairman's Report**

The Chairman thanked all councillors and volunteers involved in the Christmas Market.

Positive community feedback was noted. Areas for improvement in 2026 included earlier PA setup and additional volunteers on the day.

The Chairman also reported on the Borough Council meeting regarding the proposed closure of Woolston Hub and Pool. Concerns were raised about inconsistent cost estimates and the wider impact on health, library and GP services. Comparisons were made with Penketh's refurbishment model, emphasising value-for-money and community-led management.

## **25/26-343. Police Report**

The report circulated previously was taken as read.

Members noted regional uncertainty regarding PCSO funding.

## **25/26-344. Correspondence**

Correspondence previously circulated was noted, including retrospective planning items and Christmas Market queries.

## **25/26-345. Planning Matters**

Planning applications listed within the agenda pack were noted.  
No objections raised.

## **25/26-346. Parish Surgery Report**

One resident attended, raising issues relating to housing on Meeting Lane. Members noted the matter falls under Warrington Borough Council Housing services.

Council discussed future Parish Surgery arrangements and agreed a revised schedule should be prepared from January 2026.

**Resolved: Clerk to prepare a new Parish Surgery rota for 2026.**

## **25/26-347. Public Question Time**

No members of the public were present.

## **25/26-348. Date of Next Meeting**

The next meeting of the Full Council will be held on:

Monday 12th January 2026 at 19:00

**Meeting closed: 8:25**  
**(Informal discussion followed; no decisions were taken.)**