



Penketh Parish Council

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

Meeting held at 7.30pm on Monday 13th December 2021

At the Pool & Community Meeting Room

1. In attendance

Cllr D Solan-Cooper (Chair), Cllr M Potts (Vice). Cllr G Fellows, Cllr A Heaver, Cllr C Lenihan, Cllr L Beddows, Cllr S Jones, Cllr K Layfield, Cllr L Jones

2. Apologies

Cllr K Snape, Cllr L Fox, Cllr A Haywood

Clerk – JW

Public -1

3. 3.1 Code of Conduct – Declaration of Interests - None

3.2 Localism Act 2011 – Dispensations - None

4. To approve the minutes of the previous meeting

Proposed by Cllr Solan-Cooper Seconded by Cllr Fellows – Approved by 8 Councillors present, with 1 abstain from Cllr Heaver who had not seen the minutes prior to the meeting

5. Matters arising from minutes of previous meeting - None

6. Updates from Committee meetings

Cllr S Jones updated there have been 2 finance committees held to support getting the PC finances in order, set up Xero as the finance management system and assist with budget setting, precept. A draft budget to be discussed in Part 2.

Cllr Layfield has continued to work on the options for the pool and a working group has been held to narrow these options down.

7. Consideration of Planning Applications

Two planning applications have been received in November 2021:

One for note on a residential dwelling

One for an application from a local business, No More Kennels to change of use of agricultural land near to White Moss/South Lane to a dog exercising area, Cllr Lenihan advises it is similar to what Ditchfield farm have done on Station Road.

8. Finance

8.1 No applications for Financial Assistance

No new applications but Cllr Lenihan raised Penketh Lions application which has now been approved.

Action – Clerk to communicate with Penketh Lions re payment of the community grant.

8.2 Accounts for Payment for November 2021

Summary sheet of spend for November 2021 for approval, provided to all Cllrs prior to the meeting.

Proposer Cllr Solan-Cooper Seconded Cllr Fellows – Agreed by 8 Cllrs present at the meeting.

1 abstain from Cllr Lenihan who hadn't seen the accounts summary prior to the meeting. He also had a query over direct debits and an additional charge, which has been due to a limit on the bank account for the number of BACS payments that can be made.

9. Correspondence for November 2021

A list of all correspondence received in November 2021 was provided to all Cllrs prior to the meeting.

No comments received

10. Individual Councillor Reports/Questions

Cllr Potts has shared a post on social media after a bin was reinstated outside Tesco Express. A number of issues with littering, particularly around the bus stop had seen the removal of the bin. Cllr Potts has advised Tesco he will raise any further issues with the PC.

Some discussion followed around the type of litter, size of bin, regularity of emptying bins, nearby takeaway shop. Cllr Heaver mentioned about 'intelligent bins' and Cllr L Jones advised that it is usually a condition of the licence to keep the front clear from litter.

Cllr Lenihan gave an update on a full borough council meeting regarding the Northern Powerhouse Rail and the proposed Fiddlers Ferry line. There has been some concern from local residents about the route, access over the railway and a bridge/lift to assist access to Trans-Pennine Trail and impact to local businesses. Cllr Lenihan has written to the local MP and Grant Schapps for further information about route 5.1 as Penketh is the only existing place it will run through, and to share residents' concerns.

Cllr Fellows wanted to share a few updates as he'd not for a few months, parish and WBC:

- No balls games signs at the rear of Wynsors has been resolved after local resident issues – resident happy with outcome, case closed.
- He is dealing with Jamie Fisher to get some resident feedback over the issue around the opening of Warrington Road/Heath Road, after personally handing a resident petition in to WBC.
- Arlington Drive/Warrington Road alleyway – picked up an issue with weeds and advised will be done on programme of works.
- Both Cllr Fellows and Cllr Heaver have raised the issue at WBC level of parking on Warrington Road and whether there is a link to the Sportsman's Arms site closure and the car park now out of use.
- A recent issue of a smell that was affecting residents, unable to locate the source but as this appears to have stopped, the case has been closed.
- Has an open and ongoing case regarding the drains and gullies on St. Mary's Road, Stocks Lane and Warrington Road. Requested schedule of works.
- Considering installation of additional SID, Widnes bound Warrington Road where there has been one historically. Checking budgets for available spend and looking at costs to bring to full council.

- Liaised with WBC re land drainage at Greystone Rec re potential costs. Also picking up grounds' maintenance and the last cut of the season, which has not been completed due to inclement weather. Need to look back at charges for work.
- Liaised with Police & Crime Commissioners office guidance re policing in the area and possibilities for funding.
- Requested to look at island where we have the trees, can the lights be done before Christmas
- Street lighting issue by Tesco has been reported – stretch of approx. 6 lights.
- Has requested an update on the responsibility of the Warrington Road planters what the maintenance costs are and any agreement in place for them.
- Has queried whether the PCSO/ Beat Manager for the area are going to be back at the pool or can locate their surgeries at the library as a more central location.
- Requested a roadwork schedule to keep local residents updated for the next 12 to 18 months

In addition, Cllr Fellows attended the Remembrance Parade, Christmas Tree light switch on and the Penketh & Cuedley Residents Association (RA).

Cllr Solan-Cooper – queried what it is that Mr Fisher wants. Cllr Fellows, feedback from residents on what they would like to see. He is engaging directly with the residents.

Cllr S Jones queried if the RA ask the PC for assistance. Cllr Fellows, they can and we could support each other need to look for opportunities to work together in the future

Cllr Solan-Cooper advised that one of the organisers if the Santa Sleigh had reached out and asked for assistance from the PC, Cllr Fellows has done this most years and it's a really enjoyable event to get involved in

11. Swimming Pool Update - Cllr K Layfield

Update from last month and following last PC meeting, the option study was issued to all Cllrs and Cllr Lenihan was obtaining individual Cllr views on options (13 in total). These need to be reduced to the most viable options to have the pool reopened.

A request to approve a cost consultant to work through and obtain full costs will be discussed in Part 2, due to commercially sensitive information regarding their costings and client details.

The pool consultation/business working group met last week to consider how we can move forward, with the possibility of some options running side by side. For example, look at the pool, changing rooms and entrance to the centre. Cllr Fellows put some good ideas forward and is to get some costings, associated with pool, changing rooms etc. There will be more discussion in Part 2

Structural investigations need to be completed and Cllr Layfield advised that a discussion paper would be presented to approve the appointment of a structural engineer for the next full PC meeting Architects have been approached for some quotes

Building insurance claim is being considered

There was discussion about considering grant applications and Cllr Beddows has been in contact with CHALC and Warrington Voluntary Action group for advice

Considering the possibility of building loans – need to agree a certain amount of budget, which will be discussed in Part 2.

Cllr Fellows and Cllr Potts have met with a representative from Beechwood in Runcorn, a similar facility to the pool, who has experience of dealing with similar projects. Cllr Fellows fed back that there were some concerns about the quality of work that has previously been done to address issues with the pool during its closure. To obtain quotes for full council to consider use of one company to do works, rather than try to co-ordinate a number of contractors.

Cllr Lenihan fed back the details of the consultation he had done with all Cllrs. Need to find out if there is a preference for a particular option and whittle them down to viable options.

Cllr Layfield read out the potential options which range from doing no work, to a new facility being built.

Actions

Cllr Layfield to provide a discussion paper to be presented for approval to appointment a structural engineer for next meeting

Cllr Heaver has asked if Cllr Lenihan can send results of Cllr consultation and refresh the options

Cllr Solan- Cooper thanked all for their updates and work. Feels like things are starting to work and gel and are moving in the right direction.

12. Pool & Community Hall

12.1 External Lighting – job in progress to improve the external lighting

Sent detail over email, following discussion at last PC meeting. All Cllrs had responded to the email.

Proposer Cllr Fellows Seconded Cllr Potts – Agreed by all present at the meeting

12.2 PAT testing – the insurers require this to be completed annually

Work needed to be done and should have been used in November 2021. There is no overall price as items are costed per piece and there is now an up-to-date list of what needs testing in the centre. Cllr Lenihan advise that as within Clerks spend and doesn't need 3 quotes under Financial Regs, this doesn't need a motion. Said he can't vote for it as asking to be done retrospectively.

As the work has been completed, this will be retrospective approval. We have to have it done annually and we have to pay.

Proposer Cllr Fellows Seconded Cllr Solan-Cooper – Agreed by 8 Cllrs present at the meeting

1 abstain from Cllr Lenihan as invoice for costs not received.

Further discussion was held around other health & safety works and the need for quotes, whether this required if spend is under £2k. Cllr Lenihan thinks needed but Clerk can obtain quotes, without coming to a meeting for approval.

Cllr Potts has recently carried out some work with Peninsula and all H&S tasks are listed in the BrightSafe system in use and in the absence of a centre manager, can be carried out by the Clerk.

12.3 Community Defibrillator

The current one in the pool doesn't provide for 24- hour access and is unsecure. If spend is under £2k, are we seeking authorisation that the Clerk can do it? Discussion took place around motion, cost, location, necessity.

Motion deferred to a future meeting – Agreed by all present at meeting

13. Parish Council Website – Cllr Potts

Information was circulated to all Cllrs with info and pricing to host new website, to respond to resident concerns about lack of minutes etc, make it easier for the PC to use and the Clerk to upload information directly

Cllr Solan-Cooper has made numerous attempts to engage with the current provider, with no response.

After discussion Cllr Potts asked for the motion to be deferred to a future meeting but it is noted that he has done a lot of work on this, and it is likely that this will continue to come up as an issue. Councillors still need training for Microsoft Teams, Office 365 and SharePoint.

Motion deferred to a future meeting – Agreed by all present at meeting

Action – training to be arranged for Cllrs to use Office 365, Teams and SharePoint to full capacity

14. Solar Energy Company – Cllr Fellows

Cllr Fellows has requested Cllr Heaver provide account details to the Clerk, who confirmed he only gets reports relating to power

15. Planters – Cllr Beddows

Cllr Beddows sought approval to move forward with a project to look at the planters on Warrington Road.

Cllr Solan-Copper has asked that this be kept as a discussion item on the Green Spaces Committee and updates be brought to the full PC meeting

16. Parish/ Borough Surgery Report November 2021

Cllr Heaver attended, Cllr Beddows gave apologies for not attending

Cllr Heaver had one attendee who raised issues with the Tannery Lane Doe Green bushes, which are growing into the fencing.

Cllr Lenihan has requested an update from WBC? And emailed the resident concerned

17. Clerks Report/Update

Finances & Xero

All are now up to date and have been input into the Xero system, which will be imminently linked with the bank account so will have up to date, daily information. All suppliers and service users set up for invoicing and payment purposes.

Minutes

All are working through meeting notes to ensure any minutes missing from the website are approved and uploaded by January 2022.

Swimming Lesson Refunds

Cllr Fellows and Cllr L Jones have been working on getting all of the detail together of who has requested a refund so that this can be processed. Communication will be sent out to all on our database and a cut-off point of 31st March 2022 has been agreed to bring a final resolution to this issue.

18. Update from PCSO for November 2021

There is no update for November since PCSO Heaps has moved on from the area. Roger Stevens has been confirmed as the new PCSO for the area.

19. Date and venue of next meeting confirmed as Monday 10th January 2022 at 7.30pm at the Pool and Community Centre.

Public Forum

HS – welcomed that minutes have been produced and whilst thinks website is clunky, it is the lack of info that is the problem. HS questioned what Cllr Solan-Cooper means when advises he has been trying to contact current provider. HS also picked up that Withinshaw Park still has the incorrect spelling. Cllr Solan-Cooper – we shouldn't have to proof- read or correct what they put on the website.

Cllr Lenihan reviewed the company info for Henry's Laptops on Facebook and there has been no activity since mid-November so suggested there may be a reason for lack of response or contact HS asked about AGAR and the being able to view accounts, which had previously been requested. Cllr Solan-Cooper advised that since it had been published that information can be viewed. Cllr Heaver asked why the AGAR is not on website, Cllr Solan-Cooper advised it is but this is a request to view some additional parts at the end. Clerk to arrange an appointment for HS to attend and view accounts. HS stated can't set precept in Part 2, Cllr Solan-Cooper advised it is a discussion in Part 2 and approval will be brought to full council.

Part 1 closed a 9.10pm.

Temp Clerk

**Signed
Chairman**

**Signed
Clerk/RFO**