

# GREAT SANKEY PARISH COUNCIL

MINUTES OF MEETING HELD WEDNESDAY 13<sup>TH</sup> JUNE 2007 IN TIM PARRY  
COMMUNITY CENTRE ANNEXE

**Present:** Cllr V Hudson (Chairman)  
**Councillors:** A. Litton K. Gleave L. Lewis H. Leigh  
L. Smith A Bird P. Carey R. Smith

**Also Present:** C Wakefield – Clerk  
Sgt Alison White Cheshire Police  
PCSOs N Giles, L Carroll, S Grady, C O'Brien  
5 Members of the public  
S. Bailey – Warrington Guardian

**1. To receive apologies for unavoidable absence and approve them**

The Clerk had received apologies from Cllrs Wheeler, Regan and Hudson, who had other commitments; and from Cllrs T Lewis and P Ryan who were ill. Cllr V Hudson had said that she would be late arriving, and had arranged for Cllr Litton, the Vice Chairman to begin the meeting.

The Vice Chairman suspended the meeting at this point to hear a report from the Police representatives and then to take questions from the public. Cllr V Hudson arrived during the question time and took over the Chair. The meeting then resumed.

The Chairman asked if the Council was willing to approve the absences of those members who were unwell and this was agreed unanimously.

**RESOLVED** To accept the absences of the Councillors who tendered  
**PC/2007/59** apologies for this meeting who were ill.

**2. To approve the minutes of the meeting held on Wednesday 9<sup>th</sup> May 2007**

The Chairman asked if the Council were willing to accept the minutes as a true and accurate record of the previous meeting and acceptance was agreed.

**RESOLVED** To approve the minutes of the meeting held on 9<sup>th</sup> May 2007  
**PC/2007/60** as a true and accurate record.

**3. Matters arising from the minutes of meeting on 9<sup>th</sup> May 2007.**

There were no matters arising.

**4. Finance Committee Business**

**4.1 To be informed that the draft minutes of the Finance Committee meeting held on 1<sup>st</sup> May 2007 (already received) were approved and accepted without amendment at the meeting on 5<sup>th</sup> June 2007**

The Council noted that the draft minutes had been accepted as a true record.

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Chairman's signature and date.....

**4.2 To receive the draft minutes of the Finance Committee meeting on 5<sup>th</sup> June 2007, to be informed of the items approved for payment at that meeting – detailed in Appendix 3 – and to have the opportunity to question any payments**

The relevant papers had been circulated prior to the meeting and Cllr Gleave asked if there were any questions or comments on them.

There were none so the minutes were noted.

There was a cheque to be signed, which had been authorised at the Finance Committee meeting but could not be signed at the time (needed the exact wording for payees). This was cheque 7685, which was for £100 donation to Crosfields Cobras, and it was duly signed.

**4.3 To be informed that Finance Committee at the meeting on 5<sup>th</sup> June 2007 authorised payments of £5268.04 for net wages and £1591.40 for payments to Inland Revenue. This was a difference of 24% more than April, but that was a very low month. It is only 2% more than March, and some of that difference was accounted for by the Clerk's increment, including arrears for April.**

Cllr Gleave gave the figures for the May wages and the explanation for the difference to last month. These were accepted.

**4.4 To consider recommendations made by Finance Committee at the meeting on 5<sup>th</sup> June 2007 and decide whether to accept them.**

Two recommendations had been made. Resolution FC/69/2007 was being dealt with under agenda item 5.

Cllr Gleave proposed resolution FC/76/2007, which recommended that the Parish Council make a donation of £500 towards the project to refurbish the pond and area between Freshwater Close and Whitwell Close. It was felt that this would benefit the residents of that estate in particular and the Parish in general. The money should come from the Positive Action fund. There was a vote and the proposal was carried (Cllr R Smith abstained from voting).

**RESOLVED PC/2007/61 That the Council makes a donation of £500 towards the project to refurbish the pond and area between Freshwater Close and Whitwell Close (Public Health Act 1936 s260).**

**5. To consider the review of Internal Audit arrangements done by the Finance Committee and the recommendation to approve them. To be informed of the External Audit dates for 2006/7 accounts**

Cllr Gleave explained the background to this agenda item, which relates to a new requirement in the external Audit return. He outlined the review that the Finance Committee had done on the Internal Audit arrangements, and in particular on the suitability of the internal auditor. He advised the Council that the Finance Committee had found the existing arrangements to be in order and that the internal auditor was suitable for the position and had therefore recommended that both be approved by full Council. This was agreed by Council

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Chairman's signature and date.....

**RESOLVED  
PC/2007/62**

**To approve the existing internal financial controls and to approve the suitability of JDH Business Services to act as Internal Auditors for the Council**

The Clerk informed that meeting that the External Auditors had approved a change in the Audit date for GSPC. The Audit date is now 12<sup>th</sup> August, with the statutory period for inspection of accounts by the public running from 12<sup>th</sup> July to 10<sup>th</sup> August 2007. This had been to accommodate an internal audit inspection on 2 July and the accounts coming to full council for approval at the next meeting.

- 6. To be reminded of the need for each Councillor to update their entry in the register of members interests, and to provide the Clerk with any revised entries required.**

Councillors present had reviewed their entry in the register and some updates were provided to the Clerk. The Clerk was asked to contact those not at the meeting to remind them.

- 7. To be informed of the Revised Code of Conduct for local Councillors which comes into effect from 3<sup>rd</sup> May 2007. To decide whether to adopt it unamended at this meeting, or if amendments are required before adoption.**

After some discussion it was decided to adopt the revised Code of Conduct without any amendment.

**RESOLVED  
PC/2007/63**

**To adopt the Revised Code of Conduct for local Councillors without any amendments.**

- 8. To hear feedback about what is being done to have pathways on the land along Whittle Brook, to the north of Mayfair Close and east of Lingley Green Avenue, recorded as public footpaths so they can be given legal protection. To decide if the Parish Council wishes to support this initiative or take any action.**

Cllr R Smith gave feedback on the public meeting which had been held on this issue. The outcome is that, with input from local residents, a case is now being put forward by him and Cllr T Wood to have the footpaths designated as a public right of way. This is a lengthy process, and they are looking at any thing they can do to put extra pressure on. They do not need any action from the Parish Council at this stage but would appreciate moral support. It was agreed that the Parish Council fully supports this initiative.

- 9. To consider planning applications received by the Council - Appendix 1 – and consider if any objections are to be raised**

A list of relevant planning applications had been circulated prior to the meeting.

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There was a great deal of discussion around application 2007/10550 concerning development of Bewsey Old Hall. It was noted that an exhibition of the proposals was to be held at Bewsey Barn on 16<sup>th</sup> June, and Cllr Carey said that he was hoping to organise a public meeting as well.

Objections which came out in the discussion were

- loss of public access to the hall
- inadequacy of access road for extra traffic and emergency/utility vehicles
- greater risk to pedestrian/cyclists using the park because of increased use of access road by vehicles
- inadequate parking provision made
- new build would be out of character for the area
- displacement of Ranger station could lead to safety issues in that part of Sankey Valley Park
- over supply of apartments at present

It was agreed unanimously that the Parish Council should object on the grounds discussed, the Clerk was asked to send a letter on behalf of the Council

**RESOLVED PC/2007/64 To object to planning application 2007/10550 on the grounds outlined above.**

It was noted that application 2007/10373 had been granted with conditions. Cllr Smith suspects that the development may cause objections from residents in the future, but if so they will need to go via the licensing committee.

The Council also discussed application 2007/10804, for a further temporary healthcare centre for Chapelford. The feeling of those present was that it was sad that the developers seem to be concentrating purely on dwellings at present, not on developing facilities for those already in residence, but there were no grounds on which they could make a formal objection.

**10. To decide whether to move forward with a Parish Plan at this time.**

There was a lot of discussion about this issue. The general opinion is that it would be a good thing, but there are concerns about how to get enough parishioners involved to cope with the large amount of work that would be necessary to produce a Parish Plan for Great Sankey. Options considered were splitting the plan up by ward within the Parish, and possibly tying in the timing of the plan to the next elections, in order to generate maximum public interest. It was decided that a logical first step would be to take initial soundings on public interest by putting something about Parish Plans on the website and in the Newsletter (vol 2 issue 2).

The Clerk was asked to draft a suitable form of words for both, to be approved by the Council at the next meeting.

**11. To consider format of Newsletter Vol 2 issue 1 (including Annual Report), as revised by Finance Committee, and decide if it is now ready for printing. To be informed of the distribution arrangements approved by**

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**the Finance Committee and their costs and to sign a cheque to pay for distribution.**

There was one minor correction proposed to the wording in the Newsletter and then it was agreed that it could go to print. The Council did ask, however, that the next issue be drafted in a column format, as it is felt this will have more impact.

The Council were informed about the distribution arrangements and signed cheque 7687 for £316.26 payable to Newsquest for distribution of the Newsletter with the midweek Guardian, in week commencing 9<sup>th</sup> July.

**RESOLVED PC/2007/65 To authorise printing of Vol 2 issue 1 of the Newsletter and to sign cheque 7687 to pay in advance for distribution.**

- 12. To be updated on progress with a previous proposal to ask Cheshire Police to provide and annual report on the work of the PCSOs: to include management statistics on time lost to sickness/holidays/other duties etc. To consider what action to take on that proposal.**

It had not been possible for Inspector Heywood to attend the meeting as planned to discuss this proposal.

It was agreed that Cllrs Gleave and R Smith would meet with him for the Council and report back on what arrangements can be made.

Cllr Bird proposed that the time limit in Standing Order 1.1 be suspended for the remainder of the meeting in order to allow business to be concluded. This was agreed.

**RESOLVED PC/2007/66 To suspend the time limit in Standing Order 1.1 for the rest of the meeting to allow business to be concluded.**

- 13. To consider correspondence received by the Council and consider if any action is required.**

A list of correspondence and copies of letters had been circulated prior to the meeting. The Parish Council considered and noted all the items. It was agreed to deal with item 7 after the Public and Press had been excluded from the meeting, as it involved discussion of an item which is confidential for commercial reasons.

- 14. To receive reports from Councillors and consider if any action is required**

Cllr L Smith reported that it is still hoped to have the Tim Parry recreation area the subject of an alcohol free designated area by the end of July.

The Police are intending to move the portable CCTV camera there from Hood Manor at the end of July, and so Cllr Smith has approached Doug Ryan with questions about the costs and other implications of paying to have a camera made permanent at Hood Manor. She will convey the information to the Finance Committee.

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Chairman's signature and date.....

**15. To consider the possibility of having a Parish Council meeting at Bewsey Barn.**

There was some discussion of the desirability of having Council meetings at Bewsey Barn (and other centres), however Bewsey Barn is booked every Wednesday evening (except for 2 weeks in August) so it cannot be used for Parish Council meetings.

**16. Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960 it is proposed that, because of the confidential nature of the business to be transacted, the public and Press leave the meeting during consideration of the following agenda items**

It was resolved to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted.

**RESOLVED PC/2007/67 To exclude the press and the public from the remainder of the meeting due to the confidential nature of the business to be transacted.**

**17. To consider a problem raised by a member of the public about collection of names and addresses of meeting attendees. To consider if the Council wishes to alter existing practices.**

It was agreed that the book used to record names of attendees should make it clear that contact details are optional, though names are required for possible room evacuation purposes. It was also agreed to alter the laminated cards showing the code for conduct at meetings along the same lines, and to make it plain that the Press could be present at meetings.

**18 To consider confidential correspondence received by the Council and consider if any action is required**

Having considered the letter from WBC re the possible letting of Wroxham Road centre it was agreed that a meeting with WBC representatives was required to work out any details. It was agreed that Cllrs Gleave, Carey and R Smith would represent the Parish Council in this matter and that the Clerk would contact the Solicitor to see if he could be involved.

**RESOLVED PC/2007/68 That Cllrs Gleave, Carey and R Smith should meet with WBC representatives to discuss the possible let and report back to full Council**

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Chairman's signature and date.....