

# GREAT SANKEY PARISH COUNCIL

MINUTES OF MEETING HELD WEDNESDAY 10<sup>th</sup> SEPTEMBER 2008 IN  
TIM PARRY COMMUNITY CENTRE ANNEXE

**Present:** A. Litton (Chairman)  
**Councillors:** P. Carter K. Lowe C. Lee T Wood  
H. Leigh V. Hudson P. Gore  
\*A. Bird \*R. Smith \*K. Gleave  
\*J. Regan \*K. Reynolds

**Also Present:** C Wakefield – Clerk  
2 representatives from Cheshire Police  
3 members of the public  
G. Dunning, Warrington Guardian

\*arrived after start of meeting

## 1 To receive apologies for unavoidable absence.

Apologies had been received from Cllrs L. Smith and J. Wheeler who would not be able to attend the meeting due to other commitments. Cllrs A. Bird, R. Smith, K. Gleave, J. Regan and K. Reynolds had all sent apologies for the start of the meeting as they had other meetings or commitments which meant they could not be there for 7:30pm. All arrived at different points in the meeting.

The Chairman adjourned the meeting at this point to receive a report from the Police and to take questions and comments from the Public. The meeting was then resumed.

## 2 To approve the minutes of the meeting held on Wednesday 9<sup>th</sup> July 2008

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 Wednesday  
**PC/2008/55** 9<sup>th</sup> July as a true and accurate record

## 3 Matters arising from the minutes of meeting on 9<sup>th</sup> July 2008

### 3.1 To be informed of the outcome of the Art Competition for schools

The Art Competition had been very successful and the winning pictures, and many of the other entries, were displayed around the room for the Councillors to see.

### 3.2 To be updated on progress with the logo

Mr Fuller had intended to present the logo to the Council but had been injured and was unable to attend so had sent paperwork with Cllr Wood. The logo is ready to the point that a “camera-ready copy” now needs to be made, and he

PC/2008/47

Chairman’s signature and date.....

supplied information about firms that can do that service. The Clerk will liaise with Cllr Wood about it.

### **3.3 update on position with Mersey Gateway Crossing**

The Council had its wish to be consulted at a Public Inquiry registered. The date for deciding on a Public Inquiry has been extended to 30<sup>th</sup> September 2008.

### **3.4 update on position with arranging Civic Service**

The Chairman reported that he had spoken to the Vicar of St. Mary's and it had been agreed to hold the Civic Service there on the morning of Sunday 26<sup>th</sup> April 2009. The aim is to make it a celebration of Great Sankey and the activities which take place here, to make it an inclusive service and to invite representatives from the groups that use the centres. Cllr Litton is hoping to make a presentation of photographs to show the activities in the Parish, he would be glad of ideas from other Councillors. He wants to try to foster a sense of unity. Details of invitations and refreshments will be sorted out nearer to the time. The Chairman will liaise with the Clerk.

## **4 Finance Committee business**

### **4.1 to be informed that the draft minutes of the Finance Committee meeting held on 1<sup>st</sup> July 2008 (already received) were approved and accepted without amendment at the meeting on 5<sup>th</sup> August 2008**

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

### **4.2 To receive the approved minutes of the Finance Committee meeting on 5<sup>th</sup> August 2008, 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 Carter asked if there were any questions or comments on them. There were none.

### **4.3 To be informed that Finance Committee, at the meeting on 5<sup>th</sup> August 2008, authorised payments of £5417.67 for net wages and £1778.11 for payments to Inland Revenue. This was a difference of 7% on June, but there were more working days in July.**

The figures were noted.

### **4.4 To consider recommendations made by Finance Committee at the meeting on 5<sup>th</sup> August 2008 and decide whether to accept them**

Two recommendations had been made.

FC/86/2008 concerned the Council giving support to the Brentnall Park Project being run by the Dorchester Road Residents Association and giving

PC/2008/48

Chairman's signature and date.....

sympathetic consideration to a future request for funds. Cllr Carter proposed the motion, Cllr Lee seconded it and it was agreed unanimously.

**RESOLVED PC/2008/56 To support in principle the Brentnall Park Refurbishment Project being run by the Dorchester Road Residents Association and to give sympathetic consideration to a future request for funding, when the needs are clearer (LGA 1976 s19)**

FC/93/2008 concerned staff working hours and Cllr Carter proposed that this be held over until the later stage of the meeting when the public had been excluded and Cllr Gleave was available. This was agreed.

**4.5 To receive the draft minutes of the Finance Committee meeting on 2<sup>nd</sup> September 2008, 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 papers had been circulated prior to the meeting and there were no questions.

**4.6 To be informed that Finance Committee, at the meeting on 2<sup>nd</sup> September 2008, authorised payments of £4314.49 for net wages and £1317.82 for payments to Inland Revenue. This was a difference of 22% less than the previous month (18% less than April) but this is because bookings were substantially down due to the Summer holidays and so most of the Caretaking staff took their holidays too.**

The figures and the explanation were accepted.

**4.7 To consider recommendations made by Finance Committee at the meeting on 2<sup>nd</sup> September 2008 and decide whether to accept them**

Three recommendations had been made. Two of them, FC/96/2008 and FC/97/2008, are to be dealt with as agenda items 6 and 5 respectively. Resolution FC/98/2008 was to recommend that the Parish Council considers re-naming Hood Manor Community Centre. The background to this suggestion was explained and there was quite a wide-ranging discussion about the pros and cons; possible names; and the timing of any re-naming, were it to take place. Because of all the issues involved, plus a number of Councillors from the ward were not present at the time, it was agreed to defer this issue to the next meeting.

*Clerks note: Cllr Bird arrived during item 4.*

**5 To receive the Internal Audit Report for 2007/08, and approve remedial action being taken**

The Finance Committee, in Resolution FC/97/2008, had recommended acceptance of the Internal Audit Report and approval of the remedial action

PC/2008/49

Chairman's signature and date.....

(copies of which had been circulated prior to the meeting). This was now proposed and accepted unanimously.

**RESOLVED**                    **To accept the Internal Audit Report for 2007/08 and approve  
PC/2008/57**                    **the remedial actions taken.**

**6**            **To review Financial Regulations and decide whether to adopt changes suggested.**

The Finance Committee, in Resolution FC/96/2008, had recommended accepting draft revisions to para 2.2 and para 6.5a of Financial Regulations which had been circulated prior to the meeting. This was now proposed and accepted unanimously.

**RESOLVED**                    **To adopt the proposed revisions to paras 2.2 and 6.5a of  
PC/2008/58**                    **Financial Regulations (LGA 1972 schedule 12 s42)**

**7**            **To consider a proposal to include Public Question time and regular reports from the police as part of the agenda for future meetings. To also consider if the Council wish to make any other changes to the structure of the meetings or to start any other regular reports.**

The possible benefits and disadvantages of this proposal were discussed in some depth. There was a general acceptance of the inclusion of the Police Report, but some Councillors had misgivings about the possible legal implication and practical difficulties of having this as an agenda item. The Clerk was asked to check on the legal aspects and put this on the agenda for the next meeting.

*Clerk's note: Cllr R Smith arrived at the start of item 7 and Cllr Gleave arrived at the end.*

**8**            **To consider draft Newsletter and decide if it is ready for printing**

The Council decided that the Newsletter, with the inclusion of the pictures taken at the meeting, was ready for printing. The Council checked that permission had been sought and received to print the names of the winners of the Art Competition. It was agreed that 1000 copies should be printed and distributed to outlets around the Parish.

**RESOLVED**                    **To have 1000 copies of Newsletter Vol 3 issue 2 printed by  
PC/2008/59**                    **the same printers as previously (LGA 1972 s142)**

*Clerk's note: Cllrs Regan and Reynolds arrived.*

**9**            **To adopt a draft policy on advertising (held over from last meeting)**

Cllr R Smith declared an interest in this item, as he does the accounts for the group that requested a banner. There was a lively debate about the issue. It was agreed that user groups should be encouraged to publicise their activities via the Council website, newsletter and noticeboards but the use of banners outside the centres had wider implications. There was a motion proposed and

PC/2008/50

Chairman's signature and date.....

voted on to completely ban the use of banners outside the Community Centres. This motion was defeated by 3 votes to 6, with Cllrs Smith and Reynolds abstaining. A proposal in favour of advertising banners but with appropriate conditions for use is to be devised and put on the agenda for consideration at the next meeting.

**10 To consider suggestions from the public received in response to the “What can the Parish Council do for you” campaign.**

Six suggestions had been received and circulated to Councillors and they were each considered in turn.

Suggestion 1 – a request for the Council to support Crosfields Junior Football Club and the proposed regeneration of the Recreation ground. The Council agreed they are happy to support sports and activities for young people but would need more information and specific practical proposals. The Clerk was asked to invite a representative to come to the November meeting to give more information on what they are doing and to suggest ways in which the Parish Council can help.

Suggestion 2 – can the Parish Council plant flowers in road verges or put up hanging baskets to improve the appearance of the area? This provoked a wide-ranging debate. While the Council is generally in favour of brightening up the Parish there are several factors to consider.

1. the verges do not belong to the Parish Council, they are WBC property;
2. Health and Safety considerations;
3. improving one area would risk alienating others;
4. initial cost and ongoing maintenance costs.

It was felt that despite this the idea is worth pursuing, possibly putting more of an emphasis on public participation. It was agreed that the Grants and Capital Projects Group would take this forward and report back.

Suggestion 3 – can the Parish Council promote the work done at Hood Manor Methodist Church? It was too late to put anything in the newsletter, but it was agreed that an entry could go on the Parish website, plus a link to the Church website. The Council also said that the same could be done for any other faith which wanted to put information on, and that links to other websites useful to the community should be encouraged.

Suggestion 4 – can the Council put up bird boxes, particularly near to the schools and pre-schools, and consider setting up webcams? This suggestion was also received favourably and is to be dealt in conjunction with suggestion 2 by the Grants and Capital Projects Group.

Suggestion 5 – can the Parish Council help “First Responders”? The correspondents had asked for help with publicity and getting volunteers as well as financial help. The Council agreed to help with publicity on the website etc. and to add a link to their website. As far as a donation is concerned they are to be asked to contact the Finance Committee and give more specific information.

Suggestion 6 – can the Parish Council help to get a bus service on Sundays and evenings? The Council agreed that they would support this request in principle, although all they can actually do is make representations to WBC Transport Section. However, more information is required and the Clerk was asked to reply to the lady who made the request to get the information needed.

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

A list of application had been circulated prior to the meeting. There was some discussion about them, but no objections were raised.

Standing orders were suspended at this point to allow the meeting to continue.

**12 To consider correspondence received by the Council - Appendix 2 - and consider if any action is required.  
To consider if changes to the method of sending correspondence have been effective and if not to decide on an alternative approach.**

A list of correspondence and copies of letters had been circulated by email prior to the meeting. The Parish Council considered and noted all items. The following caused further discussion.

Item 2 – invitation from Warrington Partnership for 2 representatives to attend an event on 24<sup>th</sup> September. Volunteers were called for and Cllr Gleave said that he would be willing to attend, but no-one else present was able to make the commitment.

Item 5 – letter inviting comments on Warrington Draft Waste Strategy. It was noted that the deadline for comments had been extended and that there will be a presentation on this at the next meeting.

After some experimentation on sending correspondence by email it was concluded that the method of sending links to PDF or Word documents was the option most suitable for most members and so this would be the norm for future meetings.

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

Cllr Lee raised an issue about a private house where the garden had been extended, many years ago, to incorporate a locally listed feature – a Traveller’s Rest stone. The house is now up for sale and he is concerned that this feature may be lost to the Parish unless something is done to make the vendors and buyers solicitors aware of the background to this and the status of the stone. It was agreed that the Clerk should write to the Head of Planning at WBC to alert him to the situation.

Cllr Lee pointed out that there are Travellers camped out around the GPO sorting office. He was informed that WBC are aware of this and are taking action. He also reported that Great Sankey Railway Station looks in need of

attention at present and asked if the Parish Council could do something about its appearance. He was told that Cllr Hudson had actually volunteered to be a "Friend of Sankey Station" a couple of years ago and been turned down because it had already been adopted by someone else. He would need to speak to them.

Cllr Lee informed the meeting that a person had been injured in a fall outside the shops at Hood Manor and asked if there were any implications for the Parish Council. There are not, as this area is owned by the Borough Council. They are putting together a plan of works to improve the area, including replacing the paving with tarmac, and this is due to start in January.

Cllr Carter said he had received queries from some people on the edges of the Parish who had received Newsletters. It is hard to be precise on delivery as there are some roads where some of the houses are in Great Sankey and some in Westbrook. It was generally felt to be better to over-deliver than to miss some houses out.

Cllr Lowe raised an issue with flooding during very wet weather in 2 areas – the passage between Sankey and Penketh around Penketh High School, and gardens at Brook Way. The flooding causes inconvenience and also a health hazard, as there is all sorts of filth in the water at both and raw sewage gets into the flooded gardens at Brook Way. She said United Utilities were aware of the problem but had taken, in her view, an unacceptable length of time to clean up the mess. She asked if the Council could do anything about it. It was agreed to send a letter of complaint to UU, and Cllr Wood will also raise the issue.

Cllr Gleave reported that there had been something on television about possible proposals to build a Titan Super Prison on the Omega site. This was not a firm proposal yet and the Ward Councillors will not support it. He will monitor the situation and report again as anything develops.

Cllr Bird reported that there have been problems recently with youths meeting up and behaving anti-socially around the back of Nansen Close. He is liaising PCSO Gover about it.

- 14 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/2008/60 To exclude the press and the public from the remainder of the meeting due to confidential nature of the business to be transacted.**

- 15 To be updated on developments with Wroxham Road centre and mandate a working party in view of the changed circumstances.**

PC/2008/53

Chairman's signature and date.....

A confidential report had been circulated prior to the meeting giving details of the latest developments over the Wroxham Road Centre. There were no questions or comments. It was noted that the Working Group is down to 2 members since the last elections and that if anyone else wants to join the Working Group they should contact Cllr Smith or Cllr Gleave. There is no action for the Parish Council at this point.

- 16 To be informed that the draft minutes of the Employment Group meeting on 3<sup>rd</sup> December 2007(already received) were approved and accepted without amendment at the meeting on 22<sup>nd</sup> July 2008, and to receive the draft minutes of the Employment group meeting on 22<sup>nd</sup> July 2008.**

The minutes were noted and accepted. Resolution EG/2008/02 tied up with Resolution FC/93/2008 and so this item was now put forward for consideration. Cllr Carter declared an interest and left the room and the Clerk also withdrew before the discussion began. The resolution was proposed by Cllr Gleave and accepted.

**RESOLVED  
PC/2008/61**

- 1. That the Clerks hours remain at 25 per week with permission to work up to 30 hours as needed**
- 2. The Assistant Clerks hours remain at 20 per week but with permission to work up to 25 hours as needed**
- 3. That the actual hours worked for both the Clerk and Assistant Clerk be monitored each month and recorded as a report to the Chairman of both Employment and Finance Committees.**
- 4. That this should run from the first full week in October 2008.**
- 5. That this arrangement be reviewed in March 2009, possibly at a joint meeting of Finance and Employment (LGA 1972 s111, 112)**

PC/2008/54

Chairman's signature and date.....