

GREAT SANKEY PARISH COUNCIL

Minutes of meeting held Wednesday 10th March 2010 in Tim Parry Community Centre

Present: K. Gleave (Chairman)
Councillors: J. Regan V. Hudson J. Bouch C. Lee
L. Smith T. Wood R. Smith* P. Gore
A. Litton J. Wheeler P. Hudson M. Newton

Also Present: C Wakefield – Clerk
4 members of the public
PCSO L. Gover
Inspector B. Heywood
H. Bargery, Warrington Guardian
S. Smith and S. Pickering, WBC

1. To receive apologies for unavoidable absence

Apologies had been received from Cllrs Carter and Reynolds. Cllr R. Smith (*) also sent apologies as he was at a WBC meeting, but was able to join this meeting in time for agenda item 2.

2. To approve the minutes of the meeting held on Wednesday 10th February 2010

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 PC/2010/12 To approve the minutes of the meeting held on Wednesday 10th February 2010 as a true and accurate record

The Chairman suspended the meeting at this point to hear reports from the Police. The meeting then resumed.

3. To receive a presentation “Public Protection Community Talk” from WBC Environmental Health and Protection Officers, and to have the opportunity to ask questions.

The Chairman welcomed Mr. Smith and Ms Pickering who gave an interesting talk about the background to, and the very varied work of, the Environmental Health Public Protection Team. They then answered questions from Councillors and, at the invitation of the Chairman, members of the Public. They also provided a wealth of leaflets on the various aspects of their work and contact information.

The Chairman thanked them for the presentation. The Chairman then suspended the meeting again to take questions from the public not related to the presentation. The meeting then resumed.

The Chairman asked if the Council would be willing to take agenda item 6 next, this was agreed. *(Clerk’s note – the original agenda item number is shown in brackets for those items rearranged)*

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4.(6) To be updated on progress with the draft Service Level Agreement with Cheshire Police for PCSOs. To decide if the Parish Council is ready to accept a revised SLA.

The Chairman and Cllr Regan had met with Inspector Heywood and John Ward to progress the draft SLA. Most of the changes requested by GSPC had been incorporated, in particular the timing of payments, and Inspector Heywood had brought a revised SLA to the meeting with him. It was noted that it had not been possible to cover deployment of the centrally-funded PCSO into this contract, but Inspector Heywood had given an assurance that the centrally-funded PCSO assigned to Great Sankey would be deployed in the Parish most of the time. Inspector Heywood also agreed to provide Councillors with an emergency contact number for PCSOs. Cllr Lee moved to accept the revised SLA, this was seconded by Cllr L. Smith and agreed unanimously. The Chairman and Inspector Heywood therefore signed the Service Level Agreement to run from 1 April 2010.

RESOLVED PC/2010/13 To accept and sign the revised Service Level Agreement, effective from 1 April 2010.

5.(4) Finance Committee business

5.1(4.1) to be informed that the draft minutes of the Finance Committee meeting held on 2nd February 2010 (already received) were approved and accepted without amendment at the meeting on 2nd March 2010.

The Council noted that the minutes had been accepted.

5.2(4.2) To receive the draft minutes of the Finance Committee meeting on 2nd March 2010, 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 or comments on them.

5.3(4.3) To be informed that Finance Committee, at the meeting on 2nd March 2010, authorised payments of £5008 for net wages and £1352.06 for payments to Inland Revenue. This was a difference of 5% less than January.

The Council noted the figures.

5.4(4.4) To consider recommendations made by Finance Committee at the meeting on 2nd March 2010 and decide whether to accept them

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Two recommendations had been made by the Finance Committee. Cllr Regan proposed dealing with the first, FC/20/2010, after the Press and Public had left the meeting because of its confidential, commercial nature. This was agreed.

The second recommendation, FC/23/2010, concerned the recent successful bid for funds to refurbish the Tim Parry Play Area. Having considered what would be involved in this refurbishment the Finance Committee had recommended that this work should be taken forward as a discreet project, under the control of a working group, with a defined reporting procedure and a timed project plan, which would help the Council monitor progress. The recommendation was agreed. The Chairman asked for volunteers for the working group and Councillors Lee, Newton and Gore volunteered and were accepted by the Council. The Clerk will liaise with them to get the meetings started.

**RESOLVED
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That work to refurbish the Tim Parry Play Area with Playbuilder funding should be carried out as a project, with a timed project plan, under the control of a working group consisting of Cllrs Lee, Newton and Gore, and reporting back to full Council.

Cllr Regan stated there were two other points of interest from the meeting he wished to raise. First he gave a brief summary of the position on clients in arrears. The Finance Committee monitors arrears and has taken all possible action to reduce arrears including, as a last resort, appointing a debt recovery firm to deal with 2 persistent debtors. More importantly it took action, some time ago, to change from payment in arrears to payment in advance for all new customers in order to prevent arrears cases from happening again.

The second point was fees for Music Licenses. Regulations are changing and from 1 April 2010 the Parish Council, as premises owner, will be responsible for paying for a music license for each of its Community Centres where music is used by regular user groups. The Clerk is currently assessing music usage so as to be able to assess the costs.

The Clerk asked for cheque number 8461 to be signed. This is a February pay cheque for a member of staff whose timesheet had not been received in time for the Finance Committee meeting. It was agreed and signed.

6.(5) To be informed of progress with “The Look of the Borough” programme in Great Sankey, and a chance for Councillors and Members of the Public to submit any further ideas for the programme

It was reported that work is moving on apace – a lot of potholes in Sankey North have been tackled so far, also some work done at Mary Ann Meadows and along the dual carriageway in Sankey South. Cllr R Smith has had a complaint from the public about dog fouling and asked if this can be passed to the Look of the Borough team. Other Councillors pointed out areas that are

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particularly bad for dog fouling and the Clerk was asked to pass on a request for a clean up on dog fouling all over.

Cllr Wood raised the possibility of using the programme to set up wildflower meadows on grassed areas in the Parish. She had made enquiries about 2 areas and found some costs. There would be set up costs and also an annual charge for maintenance/re-seeding. There was a great deal of discussion about this issue, including mention that there would need to be input from the Finance Committee before going further and that there should be community involvement too. Members of the public present were canvassed for their initial thoughts, which were positive but cautious about any implications on other spending. Further discussion raised the point that main routes in to the area might be the best places for wildflower meadows and that it would be better to try the idea in one place then review the results.

The Chairman asked if the Council was generally in favour of wildflower meadows and would like to give formal consideration to taking the idea forward. The majority were in favour of this, one vote against. He therefore asked Cllr Wood and Cllr Gore to get together more information on this (location, costings, concentrating on the A57 corridor first) and canvass local opinion, then put it as a formal proposal for the Finance Committee to consider and make a recommendation to full Council.

- 7. To receive an update report on actions taken since the last meeting over the Pyecroft Road area flood alleviation proposals and decide if there is any further action to be taken at this stage.**

Councillors Wood and Lee declared a personal interest in this item. There had been no further information from UU about this particular scheme.

Cllr Wood reported that a tank is being installed off Vine Crescent and North View. A footpath has been dug up during the works and UU have been asked to re-instate it in a better condition when the work is done, and also to make good the surface of the roads being used by the contractors.

Cllr Lee had tried to get information about the Pyecroft Road area scheme. It is now extremely likely that a solution which goes through the old Hewden Hire site and along the edge of the field at Friends Lane will be used. The work will have to start in April if it is to meet deadlines imposed by Ofwat.

- 8. To consider how the Parish Council wants to conduct its periodic review of the Risk Assessment and Health and Safety Policy ie through full Council, or with an initial review by a smaller group which will then make a recommendation to full Council. If so, to decide on what Committee or Working Group will do the review.**

A draft Health and Safety policy document had been circulated to all Councillors. Cllr Litton proposed that the review of these documents should be done by the Employment Group, as that group had dealt with the Risk

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Assessments before. Cllr Lee volunteered to give assistance if required, as he works as a Health and Safety Consultant and can supply some expertise. He advised that the draft document supplied is actually too detailed; that a shorter policy document is required which can be displayed in all the Council premises, plus a more detailed "organisation and arrangements" document which can be adapted from the draft which has been done. He would be happy to help the Clerk to do this. It was agreed that the Employment Group would do the periodic reviews of the documents with Cllr Lee assisting in the production of the Health and Safety documents for their consideration.

RESOLVED **To delegate the initial periodic reviews of the Council Health and Safety policy and Risk Assessment to the Employment Group, for that group to make recommendations to full Council and authorise Cllr Lee to assist the Clerk with production of the draft Health and Safety policy document.**
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9. To receive an update from Cllr Wood on progress with the suggestion to set up a group to take action over concerns about the state of the cemetery at St Mary's, in liaison with other interested parties

Cllr Wood reported she has arranged a meeting with Groundworks Merseyside about the cemetery. She is hoping to get funding to have an outdoor tap installed, possibly from United Utilities, although there needs to be an agreement first about who will be responsible for continuing payment for the water supply/drainage. She had circulated a report about the cost of maintenance (requested by Penketh Parish Council) to all Councillors for comment. There were none so the Clerk was asked to despatch the report.

10. To hear report about the Warrington West Neighbourhood Area Board

There had been 2 meetings since the last update, the Board is almost complete now, working groups have started and the funding panel has met and allocated all the money available for this financial year.

The Board, along with other Neighbourhood Boards, had agreed to commit £3000 from next years funding to go into a central pot which could then be used for borough-wide services and facilities.

11. To consider planning applications received by the Council and consider if any objections are to be raised

Cllr Wheeler declared an interest and left the room. The Council considered the list of planning applications which had been circulated. No objections had been raised by residents to any of the applications listed and the Councillors did not have any comments. Cllr Wheeler returned to the meeting.

12. To consider correspondence received by the Council and consider if any action is required.

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

Item 1: WBC notification of pedestrian and cycleway improvements, Whittle Brook. It was noted that there is still time to make comments on the proposed improvements. Cllr Smith reported that there is disquiet among some residents around the Mapplewell Close area about this, so she has arranged a meeting for them with WBC Highways.

Item 5: Reply from the Consumer Council for Water to letter of complaint from GSPC. It was noted that CC Water had apologised for any confusion or embarrassment caused and offered to add a note to the published document to explain more clearly. It was agreed that the Council would like that to be done, the Clerk will write to let them know.

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

Cllr Lee raised an issue concerning the reduction of the weight limit on Station Road from 12 tons to 7.5 tons. The Order for the change contains certain exemptions but does not appear to cover buses, and he was concerned about this. The Clerk was asked to write to David Boyer at WBC and enquire if buses are covered or not.

He also spoke about a recent meeting at Sankey Forum about the old moat. He was able to provide a document from 1976 which proves that the moat was actually re-dug then, which alters the status of the site. Hopefully it will allow more work to be done there.

Cllr Phil Hudson spoke about the excessive speed of vehicles coming up the drive to the Tim Parry centre which he has observed some mornings. He is concerned that it could cause an accident. The Clerk pointed out that users have been warned before about excessive speed when dropping off or collecting children. It was agreed that she should do a letter for all users about this issue, and if necessary the barrier will have to be closed.

Cllr Veronica Hudson said she has observed that there has been a lot of litter left on the Tim Parry fields recently after football matches. She asked if the Council would write to the organiser of the Junior football club that plays there to say that the members should not leave their litter on the field. It was agreed that this should be done.

She also advised that she feels the Council needs to have a DDA assessment of the centres done. The Council did have a Disabled Access Audit in 2004 and undertook some remedial work as a result. However there have been changes in the legislation since then and it could be beneficial to repeat the exercise. Cllr Liz Smith backed up the call for a review. It was agreed that the Clerk should look into this.

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Cllr Litton spoke about the fantastic progress which has been made on the Boat Park Project. He felt the Council should send a letter of congratulations to the organisers of the Residents Association. This was agreed.

Cllr Regan thanked Ms Bargery for a helpful article in the Guardian about the Boxing Course at Whittle Hall, three new attendees had joined as a result of it. The Boxing is getting stronger each week.

Cllr Liz Smith mentioned the Sankey South CAM meeting of the previous week, which had been very useful. She also spoke about the Open day held at Sankey Forum on 28th February. Although it was primarily Sports orientated there had been lots of other interest groups in attendance and it had been a fantastic day. She felt the Forum Manager and his team should be congratulated on their efforts.

In addition Cllr Smith reminded members about the Parish Council liaison meeting on 18th March. Cllr Bouch is going and giving a short talk about the Youth Projects Group, she hoped other Councillors would attend.

Cllr Wood spoke about a recent road traffic accident at Lingley Road. She is very concerned about this area, as it has a bad history of traffic accidents. She is looking into whether WBC can do anything to improve the situation but in the meantime is trying to encourage people not to use this route as a "rat run" if possible but use the A57 instead. She urged other Councillors to do the same.

- 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 To exclude the press and the public from the remainder of the PC/2010/16 meeting due to the confidential nature of the business to be transacted

- 15. To be informed of the current position over Wroxham Road centre and decide if there is any action for the Council or decisions to be made at this time.**

The Clerk informed the meeting that she had been informed by Mr Langton that WBC are looking to take action in the new financial year, although he does not have a timescale yet.

- 16. To consider recommendation FC/20/2010 made by Finance Committee at the meeting on 2nd March 2010 and decide whether to accept it.**

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The Finance Committee had recommended returning responsibility for the CCTV camera at Hood Manor back to the Community Safety Partnership and the reasons for that were explained. The recommendation was seconded and voted on. It was agreed unanimously to accept the recommendation. The Clerk will take it forward.

RESOLVED **To give responsibility for the CCTV camera, its lease and PC/2010/17** **and future operation back to the Community Safety Partnership after 1 April 2010, thereby allowing the Parish Council to consider if there are any other alternative measures it wants to explore in that area.**

17. (16)To receive the minutes of the Employment group meeting on 26/2/2010, and a verbal report of any subsequent activities.

Cllr Litton apologised for how long it had taken to investigate the complaint which had been sent to the Council. He still believed that having Mr Date, who has no connections to the Council, do the investigation was the correct course of action. The Employment Group had received the report and asked Mr Date to send it to the other parties involved.

Cllr Litton said that the Employment Group had considered points raised in Mr Date's report concerning the procedures for booking rooms; the way minutes are recorded; and the way that all involved in the Parish Council deal with forwarding emails. Formal recommendations on these will be put to the Council in due course.

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