



Walton Parish Council

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Draft Minutes of the Parish Council Meeting held at St John's Church Community Hall December 2024

Councillors present: H Allison, S Harris, D Hazeldine, J Greene, V Lacey, A Williams, C Hewitt, R Bennett (from 7.30pm), S Saberi (from 7.50pm)

104 Apologies for absence

One apology was received ahead of the meeting from Cllr R Hardie

105 Declarations of Interest

*Councillors were reminded of their responsibility to declare disposable pecuniary or non-pecuniary interests which they have on any item on the agenda no later when the item is reached. Declarations are a personal matter for each member to decide and the decision to declare, or not, is the responsibility of the councillor. **Action:** No further declarations were received.*

106 Matters to be considered with the exclusion of the press and public

[using Public Bodies (Admission to Meetings) Act 1960 s. 2]

To consider if any items on the agenda should be considered in closed session because of the nature of the information to be disclosed, whether pertaining to an individual, a contract or legal advice. **Action:** no items from closed session

107 Public Participation

107.1 Presentation from Cllr Peter Lewenz, South East Warrington Urban Extension proposal. Peter raised awareness of the proposal for the creation of a joint liaison group involving representation from the local parishes. He stressed the wider concerns of developments in the Appleton area upon the infrastructure needs across the local area. A development framework needs to be in the interests of the wider community. The plan is to set up an initial meeting before the end of December attended by local parish council representatives, ideally two from each immediate parish. It was noted that there may be some administrative costs incurred by the proposed group.

107.2 PCSO Report: this had been received and circulated to all councillors in advance of the meeting. There were no further comments.

107.4 Borough Councillors: Cllr M Scott and Cllr S Harris updated parish councillors on the plan to introduce food waste containers to all residents with effect from 31st March 2025. The Best Value Inspection (WBC) completion date has been extended to 31/01/25.

108 Approval of the Minutes

The minutes of the meeting of the Parish Council held on Thursday 7 November 2024 to were confirmed as being a true record and were signed by the Chair.

109 Complaints Policy

The draft unapproved policy document has been further amended and circulated to all councillors by Cllr Lacey. It was agreed to defer discussion of this to the January meeting

110 Interim Clerk

It was noted that the interim clerk's contract was terminated on 10th November 2024 and that a note of thanks had been sent. It was further noted that 6 requests for Application Forms had been received.

111. Ongoing Organisational Procedures

The following actions and interim procedures were duly noted in view of the current absence of a clerk

111.1 Emails have been transferred to the Chair and the Deputy Chair until such time as a new clerk is appointed.

111.2 All Walton Parish equipment has been collected from the Interim Clerk by the Chair.

111.3 Several are assisting with administrative matters to ensure continuity and good governance pending the appointment of a clerk. Cllrs Harris and Hewitt – monitoring and responding to emails as appropriate; preparing the agenda and meeting documents. Cllr Hazeldine is looking after IT related issues to ensure that all data on the current laptop is securely backed up and recent documents are electronically filed and published to the website.

Cllr Hazeldine said that the Parish Council already had Microsoft 365 and that Ray Hallam, our previous clerk, had already paid the yearly subscription. As this expenditure had already been agreed previously, it was agreed to reimburse Mr Hallam immediately (this will show on January's Receipts and Payments).

It was further noted that a new email system is to be considered using .gov registered addresses. It was also noted that a SIM card has been purchased for use as an official parish contact number. Cllr Hewitt highlighted the need to access the PC voicemail. Cllr Allison- is assisting with operational finance matters with organisation of receipts and payments and the preparation of financial reports for meeting.

Cllr Harris thanked all Councillors for their support in covering all the key administrative areas pending the appointment of a clerk.

112 Finances

112.1 The receipt of £53.59 from Rethinking South Warrington Group (now disbanded) was noted

112.2 The following payments were duly agreed

Parochial Church Council Community Hall Hire
Walton, Cheshire
April to Oct 6 months @ £45

270.00

Noticeboard Company.	1865.04
Just Face Painting Lo Ki Leung.	120.00
Yanthia Balloon Modeller (Noelia)	120.00
Anita Williams (Lights.)	195.52
David Hazeldine (Flood Lights/Tripods).	165.54
Hayley Beardall (Snack Shack Catering).	100.00 donation *
Father Christmas (Tony Gandy).	100.00 donation*

113 Banking

113.1 It was noted that NatWest Bank has issued a replacement cheque book and that this has been collected

113.2 Discussion took place concerning the benefits of moving over to online banking. Formal consideration of this is being deferred to the January meeting

114 Budget and Precept

The preparation of the parish council budget for 2024/2025 is in hand and will be presented at the January meeting prior to its submission to WBC by the end of January

115. South Warrington Liaison Group/South East Warrington Urban Extension (SEWUE)

It was unanimously agreed the parish council should engage with the liaison group. Cllrs Harris and Lacy offered to represent Walton parish. Cllr Harris it to write to Cllr Peter Lewenz confirming this.

116 Neighbourhood Plan

Discussion took place on the potential need for a Neighbourhood Plan. It was suggested that the parish council could draw on the advice and expertise of other parishes in the area that have undertaken this work. It was suggested that a first step towards the formulation of such a plan would be to agree upon a clearly defined strategic plan. The strategic plan would set out the priorities for the parish in the medium to long term. The draft Strategic Plan will be discussed at the January meeting. It was agreed that further discussion should take place in the February meeting.

117 Cadent

It was noted that a response to the HyNet pipeline consultation has been sent to Cadent, the project management company, expressing the significant community concerns to the local environment and implications for the greenbelt. A copy of the letter has been uploaded to the parish council website. A letter of support from Sarah Hall MP was noted.

118 Reports from Advisory Groups

118.1 Planning The following applications have been received:

2024/01419/FULH - 12 Old Hall Close, Walton, Warrington, WA4 6SZ

2024/01468/FULH - 1 Osborne Road, Walton, Warrington, WA4 6JF

It was noted that this application is not currently on the WBC Planning Portal.

118.2 Village Betterment Advisory Group: no report presented as the next meeting is taking place next week.

118.3 Events Advisory Group: Some discussion took place on the recent Christmas event on the village green in Lower Walton. Feedback from residents and those involved in contributing confirmed that the event was a resounding success. A detailed review of what went well and what could be improved is to take place at the next meeting of the Events Group.

118.4 Donations Advisory Group A proposal to donate £100 to WODAC for food at Christmas to help the homeless was unanimously agreed.

119 A56 accidents

A letter of concern has been drafted by Cllrs Harris and Saberi relating to the roadworks on the A56. The consensus of the meeting was that the letter should express the serious community concerns without attributing blame for the serious accidents that have occurred in recent weeks. Draft letter to be re-circulated.

120 Reports from Portfolio Holders and Outside Body Representatives

120.1 Footpaths/Towpaths: No concerns have been reported this month

120.2 Highways, Vegetation & Street Lighting: Cllr Bennett reported on serious pothole

issues on Hobb Lane and a proliferation of signs on A56 near Holly Hedge Lane
120.3 Walton Hall Estate: no report has been received this month

121 Report on Actions taken and correspondence received since the previous meeting

A reply is being sent to a resident concerning a need for tree pruning in Lower Walton

122 Set date and time of next meeting

It was agreed, to change the date of the January meeting from Thursday 2nd January to Thursday 9th January at 7.00pm

The meeting closed at 8.57pm