



Walton Parish Council

Website - www.waltonparish.gov.uk

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Members of the public are cordially invited to attend, and Councillors are summoned to attend a meeting of Walton Parish Council to be held at St. John's Community Church Hall, Old Chester Road, Higher Walton on Thursday 2 April 2026 at 7:15 pm.

Agenda

312 Apologies for absence

To receive and accept apologies for absence.

313 Declarations of Interest

Councillors are reminded of their responsibility to declare disclosable pecuniary or non-pecuniary interests that they may have on any item on the agenda no later than when the item is reached. Declarations are a personal matter for each member; the decision to declare, or not, is the responsibility of the councillor.

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

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to consider whether any items should be heard in closed session due to the confidential nature of the business to be transacted (including matters relating to an individual, contract or legal advice in accordance with Schedule 12A of the Local Government Act 1972).

315 Public Participation

In accordance with Standing Orders, Members of the public and visiting representatives may address the meeting.

315.1 PCSO Report

315.2 Members of the Public

315.3 Borough Councillors

316 Approval of Minutes

The minutes are circulated and will be taken as read.

To confirm the minutes of the Parish Council meeting held on 5 March 2026 are a true record and to be signed by the Chair.

317 AVG Internet Security Subscription – Historic Charge

To note that the previous Clerk, R Hallam, has recently advised the Council that in February 2025 a charge of £109.99 was taken from his personal card for an AVG Internet Security subscription, which had auto-renewed. Evidence of this charge has been provided to the Clerk.

It is further noted that a similar charge occurred in 2026; however, the current Clerk cancelled the subscription and secured a refund.

Members are asked to consider and approve reimbursement of £109 to R Hallam in respect of the 2025 charge.

318 AGAR 2025/26 – Assertion 10

To consider the new Assertion 10 declaration required from the 2025/26 AGAR onwards, its implications for the Council in relation to digital, data and information governance, and to agree any necessary actions. Supporting information on Assertion 10 is included in the agenda pack.

319 Finance

To receive the Financial Report as issued in the agenda pack.

Proposed Payments:

Clerk Salary - £444.50

Gardenia Gardens Invoice 11511- £648.00

PAYE- £21.32

Clerk Reimbursement Postage - £13.60

CHALC Invoice 297- Roles & Responsibilities Course- £25.00

CHALC Invoice 320- Planning for the Future Course- £25.00

Cllr Hewitt Reimbursement Easter Decorations- £48.00

R Hallam Reimbursement for AVG Internet Security- £109.99

Proposal to approve the payments listed above and accept the Clerk's report.

320 Internet Banking

To consider and agree the next steps for transitioning the Council to online banking via the Council's Lloyds Bank account.

321 Training

321.1 Clerk Training – CILCA Qualification

To consider a proposal for the Clerk to undertake the Certificate in Local Council Administration (CILCA) training via the Society of Local Council Clerks (SLCC), at a cost of £495, to support the Clerk's professional development and ensure the Council continues to operate in line with best practice and governance standards.

321.2 Social Value for Parish & Town Councils Workshop

To consider and nominate up to three Councillors to attend the *Social Value for Parish & Town Councils* workshop delivered by CHALC, to be held on either Tuesday 21 April at 10:00 am or Tuesday 28 April at 6:30 pm.

321.3 Councillor Training – Business Planning Course

To consider retrospective approval for Cllr Hardie's attendance at the *Business Planning for the Future* training session held by CHALC on 25 March at 6:30 pm, at a cost of £25.

321.4 Feedback from the Clerk – Introduction to AI Course

To receive feedback from the Clerk following her attendance at the *Introduction to AI* course. Slides are included in the agenda pack.

321.5 Feedback from Cllr Jones – Roles and Responsibilities Course

To receive feedback from Cllr Jones following her attendance at the *Roles and Responsibilities* course. Slides are included in the agenda pack.

321.6 Feedback from Cllr Hardie – Business Planning for the Future Course

To receive feedback from Cllr Hardie following attendance at the *Business Planning for the Future* course.

322 Cheshire and Warrington Devolution - Elected Members' Session

To consider and nominate a member of the Council to attend the Cheshire and Warrington Devolution Elected Members' Session on 21 April at 5:30pm at the Town Hall, and to report back to the Council.

323 NALC Councillor's Statement of Assurance

To consider the NALC Councillors' Statement of Assurance, which promotes civility, respect and professionalism in parish and town councils, and to agree whether the Council wishes to support its adoption and/or encourage Councillors to complete the statement. Supporting information is included in the agenda pack.

324 Walton Roads, Bridges and Residents Parking

To discuss and note any updates.

325 Port Warrington

To discuss any updates since the last meeting.

326 Creamfields – Residents' Meeting

To note the change of date from the originally proposed meeting to 9 May 2026 at 10:30 am.

327 Reports from Advisory Groups

327.1 Planning Advisory Group

327.1.1 Update on Terms of Reference and Chair election

327.1.2 To discuss the following application:

2026/00274/FULH - 1, Mill Lane Cottage Mill Lane, Walton, Warrington, WA4 6TL -
Ground floor side extension and first floor side extension

327.2 Betterment Advisory Group

327.2.1 Residents' Survey – Draft Proposal and Progress Update

To receive an update on the residents' survey.

To consider and approve one of the following options for distribution:

a) To issue a summary (front page) of the survey, including a QR code for residents to complete the survey online, at an estimated cost of £95 for printing and £120 for delivery (total estimated cost £215); or

b) To issue the full survey (3 pages, double sided) to residents, at an estimated cost of £400 for printing and £300 for delivery (total estimated cost £700).

327.2.2 Defibrillators

To consider the maintenance and ongoing management of defibrillators within Walton.

327.2.3 Spring Bulbs

To consider and agree arrangements for the removal and storage of the spring bulbs currently within the planters, to prepare them for summer planting.

327.3 Events Advisory Group

327.3.1 War Memorial Rededication Service

To receive an update on the planned War Memorial Rededication Service of the refurbished bronze plaque at the War Memorial, scheduled for 10 April 2026 at 11.00am, marking 106 years since the original installation of the memorial.

327.3.2 Easter Decorations – QEII Field

To receive an update on the progress of the Easter decorations and consider any further actions required.

327.3.3 Events Assets and Storage

To receive an update on progress in acquiring storage space for the Council.

327.4 Donations Group

327.4.1 Donations Group Meeting – 25 March 2026

To note the minutes of the Donations Group meeting held on 25 March 2026, as included in the agenda pack.

327.4.2 Donations Application Received

To consider an application for a donation towards a Mount Toubkal Trek to raise funds for The Christie Charity and, if thought fit, to approve a donation, taking into account the Donations Group's recommendation of £100.

328 Reports from Portfolio Holders and Outside Body Representatives

328.1 Footpaths/Towpaths

To note matters reported to Warrington Borough Council by Councillors. Update issued in agenda pack.

328.2 Highways, Vegetation & Street Lighting

To note written and verbal reports on matters that have been reported to Warrington Borough Council by Councillors.

328.3 Walton Hall Estate

To review any updates received.

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

329.1 FOI Request

To note that a Freedom of Information request regarding Council-held information on complaints was responded to within the statutory timeframe on 23 March 2026.

329.2 Correspondence

To review and consider correspondence received, as set out in the Council's correspondence tracker included in the agenda pack.

Items of note to discuss:

- Warrington Rotary Club letter regarding the outdoor gym proposal at Walton Estate
- Resident email feedback and update on St John's Church car park progress

330 Items for inclusion on the next agenda

331 June 2026 Parish Council Meeting Date

To note the Clerk's annual leave and to consider and approve the rearrangement of the June 2026 Parish Council meeting from 4 June 2026 to 11 June 2026.

332 Set date and time of next meeting

To set the date and time of the Annual Parish Meeting and the next Parish Council Meeting as Thursday 7 May 2026 at St. John's Community Church Hall, Old Chester Road, Walton, commencing at 7:00 pm.