



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 The Council Meeting of Walton Parish Council to be held at St. John's Community Church Hall, Old Chester Road, Higher Walton on Thursday 12 June 2025 at 7:00pm.

Agenda

24 Apologies for absence

To receive and accept apologies for absence.

25 Declarations of Interest

Councillors are 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.

26 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.

27 Public Participation

In accordance with Standing Orders, members of the public and any visitors in attendance may address the meeting.

27.1 PCSO Report

27.2 Members of the Public

27.3 Borough Councillors

28 Approval of Minutes

The Minutes are circulated and will be taken as read.

The minutes of the Parish Council meeting held on 1 May 2025 to be confirmed as a true record and signed by the Chair.

29 Nolan Principles/Code of Conduct/Civility and Respect (attach updated)

Councillors are reminded that they should at all times adhere to the Nolan Principles outlined in the Walton Parish Code of Conduct and the Civility and Respect Pledge.

30 Code of Conduct

Proposal by Cllr.Harris to adopt the updated (June 2025) Code of Conduct.

31 Emails (Cllr Hazeldine)

- 31.1 Confirmation that the council has now migrated from using .Org email domains to Gov email domains. The Council .Org Email/ Website domain is no longer in use.
31.2 Discussion on the use of personal emails following the receipt of the 2024/25 Practitioners Guide (issued with agenda pack) in relation to next years audit compliance.

32 ID Badges for Councillors/ Safeguarding for Councillors and Residents

- 32.1 Discussion on the use of ID badges for Councillors when undertaking Parish Matters.
32.2 Proposal from Cllr.Hazeldine to spend up to £50 to make a complete set of ID badges for all Councillors.
32.3 Discussion on forming a Safeguarding Policy for Councillors/ Residents when Councillors are undertaking Parish Matters in Public.

33 Creamfields (Cllr Harris)

- 33.1 To discuss feedback from Cathy Humphries following the Residents Meeting held by Creamfields. Feedback issued in agenda pack.
33.2 Update on the Cross Parish Creamfields liaison group.
33.3 Discussion on producing a feedback process for residents after the Creamfields Events in order to gather information to pass on to Creamfields.

34 Residents Parking Permits Old Chester Road

Cllr.Williams to update the group on correspondence received from residents regarding parking permits.

35 SEWUE Meeting / Home England Press Release

- 35.1 Discussion of the update/email received from Helen Speed regarding the SEWUE working group, circulated to the group prior to the meeting.
35.2 Update from Cllr.Harris regarding sewage pump capacity in Walton.

36 Risk Assessment Group

To set up a working party to consider and review the Councils Risk Assessments, members and term of reference to be decided.

37 Strategic Plan (Cllrs Lacey /Saber)

Update on progress.

38 Finance (Clerk)

Report issued in agenda pack.

Proposed Payments:

- Gardenia Gardens Invoice 8802- £288.00
- VE Day Singer (Mark Struthers)- £100.00
- Cllr. Allison Reimbursement for bedding Plants for the Planters- £100.00
- Cllr. Allison Reimbursement for VE Day Party Flowers- £33.75
- Cllr.Hewitt Reimbursement for Costco Card- £42.00
- Mersey Valley Scouts Donation- £170.00
- The Print Shop Invoice 20649 for VE Day Posters- £18.00
- Clerks Salary- £433.20

- Clerks Office Expenses (Printer Ink)- £20.99
- Gardenia Invoice 9553- £450.00
- Gardenia Invoice 9779- £576.00
- Gardenia Invoice 10009- £79.87

Proposal to accept the report and pay cheques as above.

39 To Consider the Internal and External Audit

39.1 The Internal Audit has now been completed for 2024/25 by JDH Business Services Ltd and concludes: (reports issued with Agenda Pack)

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up recommendations included in the action plan.

39.2 The Clerk will now work to complete the External Audit information.

Proposal required to approve the Annual Governance Statement under Section 1 of the Annual Audit Return

Proposal required to approve the Receipts and Payments Account for the Year Ending 31 March, 2025.

Proposal required to approve the Accounting Statement under Section 2 of the Annual Audit Return

Review of the Effectiveness of the Internal Audit- Clerk

40 Subject Access Request

To note the Subject Access Request received and that the Clerk responded with the requested information within the required timescales.

41 Park Lane and Warrington Road Junction

Verbal Update to the group, from Cllr Harris.

42 Hillcliffe/ Walton Road Junction

Verbal update to the group from Cllr. Harris.

43 On going reported issues on Holly Hedge Lane (Cllr Harris / Hazeldine)

Update to the group on progress.

44 Reports from Advisory Groups

44.1 Planning

Update on Terms of Reference and Chair Election

Verbal update to the group.

44.2 Betterment Advisory Group

Update on Terms of Reference and Chair Election.
Report/progress update issued with Agenda Pack.

44.3 Events Advisory Group

Update on Terms of Reference and Chair Election.
Report/ progress update issued with Agenda Pack.

44.4 Donations Group

No applications received.

45 Grassed Triangle Area Higher Walton Group

To note Terms of Reference and Chair Appointment which is to be reported at the July, 2025 meeting.

46 Reports from Portfolio Holders and Outside Body Representatives

46.1 Footpaths/Towpaths

To note matters that have been reported to Warrington Borough Council by councillors.

46.2 Highways, Vegetation & Street Lighting

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

46.3 Walton Hall Estate

To review any updates received.

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

To review and consider correspondence received.

48 Items for inclusion on the next agenda

49 Set date and time of next meeting

To set the date and time of the next Parish Council Meeting as Thursday 3 July 2025 at St. John's Community Church Hall, Old Chester Road, Walton commencing at 7.00pm.