



# Walton Parish Council

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Minutes of the Parish Council Meeting held at St John's Church Community Hall, Old Chester Road, Higher Walton, on Thursday 6 March, 2025.

The meeting commenced at 19:00.

**Present** Councillor S Harris – Chair

Councillors: C Hewitt (Deputy-Chair), A Williams, V Lacey, H Allison, R Bennett (arrived at 7:10pm), J Greene, R Hardie, S Saberi, D Hazeldine, J Cooke (after item 169).

**Attending** Clerk- Madison Brotherton-Baker; Warrington Borough Councillor Matt Scott; one member of the public.

The Chair opened the meeting at 7pm and welcomed everyone.

## **164 Apologies for absence**

No apologies received.

## **165 Declarations of Interest**

No declarations of interest were made at this point in the meeting.

## **166 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.

## **167 Public Participation**

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

167.1 PCSO Report – circulated prior to meeting

167.2 Members of the Public – No public participation in this meeting

167.3 Borough Councillors – Matt Scott confirmed that the Warrington Borough Councils Budget had been passed. Library changes, Recycling Centre closures and Parking charge changes have not yet been confirmed. Cllr.Harris confirmed that she has emailed for further clarification on these items.

Cllr.Williams noted the short consultation period offered by Warrington Borough Council for the Budget Plans, and that the online feedback available was difficult to use and not all of the questions to be relevant. Matt Scott to feedback.

## **168 Approval of Minutes**

The Minutes of Part 1 to the meeting held on Thursday 6 February, 25 were confirmed to be a true record and signed by the chair.

The minutes of Part 2 to the meeting held on Thursday 6 February, 25 were discussed. Cllr.Lacey proposed that the Part 2 minutes were a true record, this was seconded by Cllr.Williams.

**Resolved** that the minutes were to be a true record and signed by the chair.

### **169 Cooption Policy**

The Application from Mrs. Cooke for the councilor vacancy was considered. Mrs. Cooke was welcomed to the meeting and thanked for her interest in the vacancy. Her expression of interest had been circulated prior to the meeting.

The Councillors questions were asked to Mrs.Cooke.

Ms. Cooke left the room and Councillors discussed the application.

Cllr. Hardie proposed that Mrs.Cooke's application for cooption to the Parish Council be accepted. Seconded by Cllr.Saberi. Councillors unanimously voted in favour.

**Resolved** that Mrs. Cooke was to be co-opted to the vacancy in the Lower Walton Ward. Mrs. Cooke was invited to return to the room, signed the Declaration of Acceptance of Office and joined the meeting as a councillor.

### **170 Employment Committee**

Madison Brotherton-Baker was confirmed to have been employed by the council as the Clerk and Responsible Financial Officer (RFO) on 24 February, 25, and was formally welcomed to the Council.

### **171 Employment Policies for approval and ratification**

Cllr.Harris expressed thanks to the Employment Committee for bringing policies up to date.

171.1 The group had been sent the following policies:

Homeworking- Comment: it was noted that visiting the Clerk's home shall be Appointment Only and amended on the policy.

Grievances- No comment

Disciplinary- No comment

The approval and ratification of the policies was proposed by Cllr.Harris and Seconded by Cllr. Hewitt. Councillors voted 10 in favour and 1 abstention.

**Resolved** that policies were approved and were to be signed and dated.

Cllr.Hazeldine to action and upload the approved policies to the Walton Parish Council Website. The Clerk is to assist Cllr.Hazeldine with this.

171.2 The next policies to be reviewed and ratified would be: Whistleblowing, Maternity, Paternity and GDPR.

### **172 Creamfields**

**[Cllr.Bennett left the room for this discussion]**

Cllr.Harris updated the group on progress with organising a residents meeting with Creamfields. Cllr.Harris has been in touch with Creamfields using contact Joanne Clarke. The proposed residents meeting is to be held on Saturday 5 April at St. Johns, Community Church Hall, at 10:30-12pm. Warrington Borough Council, a Senior Police Officer, and Halton Borough Council are confirmed attendees along with a security advisory group. Cllr.Harris is still awaiting confirmation of attendance from Creamfields, and will feedback to the group.

Format of the proposed meeting was discussed. Cllr.Lacey suggested Councillors and Residents start to get questions and requests together for Creamfields whilst the event is still at planning stage, to ensure a proactive meeting. Councillors to think of questions, and requirements to ask of Creamfields and pass on to Cllr.Harris to action.

It was agreed for the meeting to be advertised on the Walton Parish website and Facebook page, to further involve residents.

### **173 Emails**

#### **[Cllr. Bennett rejoined the meeting]**

Cllr.Hazeldine updated the group that the cost of migration from 'lonos' to 'Gov.uk' email accounts would be an extra £1.50 + VAT. Cllr.Hazeldine agreed to manage the proposed migration and to help any councillors who require any configuration on devices or instructions.

Cllr.Harris proposed the migration to Gov.uk email, and Cllr. Hewitt seconded this.

Councillors voted: 10 in favour, 1 opposed.

**Resolved** to progress with the migration to Gov.uk emails. Cllr.Hazeldine to action as soon as possible.

### **174 SEWUE Meeting 24.02.2025**

Notes were issued to the group prior to the meeting.

The next public consultation will begin on Monday 10 March, 25 online by the Homes England website ([southeastwarrington-commonplace.is](http://southeastwarrington-commonplace.is)).

### **175 Election Expenses**

Cllr.Harris updated the group on progress on the Councils suggestion that there should be a compromise on the election charges. The Parish Councils suggestion was not accepted by Steven Broomhead and Democratic Service Office.

Cllr.Harris proposed that the Election expenses of £1,733.92 were to be paid. This was seconded by Cllr.Greene.

Councillors voted: 9 in favour, 1 opposed, 1 abstained.

**Resolved** to move forward and pay the £1,733.92.

### **176 Finance**

Cllr. Allison confirmed that the balance brought forward was £36,987.33, less un-presented cheques leaving the balance in hand of £36,309.93. The balance matches February's NatWest Statement. Cllr.Bennett volunteered to sign the bank statements as a record.

Proposed payments:

Invoice 187 CHALC training (Clerk/MBB)- £25

WBC Re-election Charge (Agreed in part 175) £1,733.92

SLLC Membership for the Clerk £118

Gardina Invoice £126

Cllr.Saberi proposed to accept the report and to pay proposed payments by cheque, this was seconded by Cllr.Hardie. Councillors unanimously voted in favour.

**Resolved** for Cllr.Allison to write and send cheques for the payments. Once completed to pass on the cheque book to the new Clerk.

## 177 Online Banking

With the employment of the Clerk, Council is to move forward with moving from NatWest Bank to Lloyds Bank, with online banking. It was discussed that 5 signatories would be required for the online banking and for the signatories personal email addresses to be used for this propose only. The group was advised that to be a signatory councillors would have to be able to use the Lloyds Banking Mobile App.

New Signatories Agreed: Cllr.Hardie, Cllr. Lacey, Cllr.Hazeldine, Cllr.Cooke, Cllr. Allison.

## 178 Finance

Cllr.Harris proposed the formation of a new task and finish group for Financial Support and as a reference point in supporting the new Clerk. To assist the Clerk in any Financial Reports in the short term.

Cllr. Hewitt, Cllr.Cooke and Cllr.Hardie agreed to join the working group. Proposed terms of reference are: To assist the Clerk in preparing any financial reports as necessary, in the short to medium term. To finish by April 2026, to allow for a full Financial Cycle.

Proposed by Cllr.Harris and Seconded by Cllr.Lacey. Unanimously agreed by Councillors.

**Resolved** that the Financial Support Group shall be formed.

## 179 Strategic Planning

Cllr.Lacey gave a verbal update. Cllr.Lacey advised that the governance needs to updated to reflect recent changes within the Council. Cllr.Lacey and Saberi to review. Cllr.Harris advised she is producing a yearly plan to assist the new Clerk.

## 180 Reports from Advisory Groups

### 180.1 Planning

The group had been sent the following planning applications prior to the meeting:

2025/00108/TPO

84 Whitefield Road. Applications for remedial work to one tree.

No Comment.

2025/00123/CLDP

14 Worsley Road. Application for single storey rear extension. Cllr.Hardie visited a neighbour regarding the application. A query was raised regarding the 45-degree rule.

## **180.2 Village Betterment Advisory Group**

Report had been circulated to the group prior to the meeting.

Cllr.Williams advised that a Community Litter pick is to be organised with the Restorative Programme and an all year round planting plan in Parish tubs is to be set out. The scheme is to be reviewed with Gardenia.

Cllr.Hewitt confirmed that it is Warrington Borough Council's responsibility to fill the Green Grit bins. 3 Bins hadn't been getting filled. Cllr.Hewitt has sent an email to Warrington Borough Council asking for this to be rectified, and is currently waiting a response.

Cllr.Hardie is to produce a plan to review resident consultation.

## **180.3 Events**

Reports had been sent to the group prior to the meeting.

### **180.3.1 Easter Decorations.**

Cllr Hewitt proposed to spend £100 to decorate the QE2 field and Walton Village, this was seconded by Cllr.Greene. Councillors unanimously voted in favour.

### **180.3.2 VE Day Tea Party for older Parish Residents.**

This was proposed by Cllr. Hewitt to organise on the 8<sup>th</sup> May a VE tea party and spend up to £250. This was seconded by Cllr. Allison. Councillors voted in favour.

**Resolved** that Cllr.Hewitt will plan for the Easter decorations and VE Day Tea party.

Cllr. Hazeldine suggested for the council to contact local resident care homes to send invitations to the tea party. This is to be reviewed.

## **180.4 Donations**

Cllr.Harris noted a letter had been sent in by Mersey Weaver Scouts, this had been circulated to the group prior to the meeting. The group agreed to action a request for a formal application to be sent in by the Scouts.

## **181 Serious Accident on Warrington Road (07.02.2025)**

Notes of the meeting on Friday 28 February, 2025 between Cllr Harris, Mark Tune (Warrington Borough Council), Jordon Burke (PCSO) and local residents had been sent to Councillors.

Cllr.Harris updated the group on the meeting, and the concern of how incidents for the area of crossroads were not being reported by residents. She has asked residents to report incidents to 111. Cllr.Harris reported that Mark Tune has agreed to put in an order to repaint the white lines at the junctions on Park Lane with special, raised paint which won't wear away so quickly and which will be more visible to motorists. It was also suggested that the junctions become STOP junctions rather than the current GIVE WAY.

Once the order has been placed it was advised that it may be another 6-8 weeks before the work takes place.

Cllr Harris advised the Parish Council that the Grit Bin previously located on the corner of Park Lane was no longer there, and needed replacing. Clerk to Action.

### **182 Persistent Flooding on the Corner of Old Chester Road and Warrington Road**

Cllr. Harris updated the group that as part of the meeting discussed in 181, that Mark Tune of Warrington Borough Council is to review the issue.

### **183 Reports from Portfolio Holders and Outside Representatives.**

#### 183.1 Footpaths/Towpaths

Cllr Hazeldine advised that there had been 2 reports written to Warrington Borough Council. Fly tipping on Holly hedge Lane, and a broken Grid on Stetchworth Road.

#### 183.2 Highways, Vegetation and Street Lighting

Verbal report from Cllr.Benett was received noting that there are still a lot of redundant traffic/works signs scattered around the area, dirty signs on A56 relating to Walton Hall Deliveries, which require cleaning and very overgrown hedgerows on Runcorn Road which require trimming, that are causing issues of use for pedestrians. It was agreed that the Parish will contact WBC regarding these issues. Cllrs.Harris and Hazeldine have reported these previously, but there has been no action yet.

#### 183.2.1 Mertoun Road and Worsley Road update.

Cllr. Hewitt reported that WBC responded that the overgrown tree on Worsley Road, is the responsibility of Open Reach. Cllr. Hewitt advised that the Tree Policy had been sent to the resident concerned.

It was agreed that the Tree Policy should be uploaded to the Parish Council Website for reference. Cllr.Hazeldine to action this.

#### 183.3 Walton Hall Estate

No information had been received and no request to attend the meeting had been sent. Clerk to contact Walton Hall Estate to ask for a report for the next meeting.

### **184 Report on Actions taken and correspondence received since the previous meeting.**

Report circulated prior to the meeting. Clerk to action / start populating going forward.

### **185 Set date and time of next meeting**

The next Walton Parish Council meeting will be held on Thursday 3 April 2025 at St. John's Community Church Hall, Old Chester Road, Walton commencing at 7.00pm.

The Meeting closed at 8:55pm.