



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 4 December 2025 at 7:00pm.

Agenda

239 Apologies for absence

To receive and accept apologies for absence.

240 Declarations of Interest

Councillors are reminded of their responsibility to declare disclosable pecuniary or non-pecuniary interests, which they 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.

241 Public Participation

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

241.1 PCSO Report

241.2 Members of the Public

241.3 Borough Councillors.

242 Approval of Minutes

The Minutes are circulated and will be taken as read.

To confirm the minutes of the Parish Council meeting held on 6 November 2025 are a true record and signed by the Chair.

243 Co-Option

To consider the application from Ms Jones for the councillor vacancy

244 Employment Committee

244.1 To receive the minutes from the Employment Committee and discuss recommendations made:

244.1.1 Recommended that the Maternity Policy as presented is adopted by full council

244.1.2 Recommended that the Paternity Policy as presented is adopted by full council

244.1.3 Recommended that the Training and Development Policy as presented is adopted by full council

244.1.4 Recommendation for the Full Council to approve implementation of the NJC National Pay Award for 2024/25 for the Parish Clerk, including back-dating of pay to 1 April 2024 in line with national guidance.

245 Freedom of Information Request

245.1 To discuss the Freedom of Information Request Review result which was undertaken on 20 November 2025 by a Neighbouring Clerk.

245.2 To note that the Council has sent an apology to the FOI requester for the late response on 28 November 2025.

246 Clerk Additional Hours Worked (FOI Internal Review)

To consider an additional payment to the Clerk for extra hours worked in relation to the FOI internal review.

247 Budget and Precept

To agree the budget for 2026/2027 for Precept setting purposes. For discussion and resolution.

248 Finance (Clerk)

248.1 Financial Report issued in agenda pack.

Proposed Payments:

Gardenia Gardens Inv 10973 - £396.00

The Printshop 21042- £48.00

WODAC Donation- £150.00

St Johns Church Hall Donation- £200.00

Cllr Williams Reimbursement for Gravel for the War Memorial Planter- £5.50

Cllr Cooke Reimbursement First Aid Kit £20.63

Cllr Cooke Reimbursement Hi-Viz Vests £37.18

Cllr Hewitt Reimbursement Christmas Tree Baubles- £5.50

Cllr Hewitt Reimbursement for Reindeer Decoration- £40.00

Cllr Hewitt Reimbursement for Christmas Chocolates and Mince Pies - £56.65

Cllr Hazeldine Reimbursement for Floodlights- £109.72

Rotary Club Father Christmas Visit- £50.00

Utterly Scrumptious Catering- £995.00

Warrington Security Solutions- £600.00

Clerk Wage- £433.20

HMRC PAYE- £20.98

Proposal to accept the Clerk's report and pay cheques as above

249 Walton Roads and Bridges

249.1 Verbal update following ongoing discussions with Mark Tune (WBC).

249.2 Residents Parking- update and discussion.

250 Reports from Advisory Groups

250.1 Planning Advisory Group

250.1.1 Update on Terms of Reference and Chair Election

250.1.2 To discuss the following applications:

2025/01414/CLDP - Brantingham Chester Road, Warrington, WA4 5LP- Certificate of Lawfulness

2025/01456/FULH - 27 Stetchworth Road, Walton, Warrington, WA4 6JE- Single storey side and rear wrap around extension

2025/01490/FULH - Walnut Barn, Porch House Farm Runcorn Road, Walton, Warrington, WA4 6TW- Single storey rear outdoor living extension

250.2 Betterment Advisory Group

Verbal update on progress with ongoing projects.

250.3 Events Advisory Group

250.3.1 Verbal update on progress with ongoing projects.

250.3.2 To discuss feedback from the Christmas Lights Switch on event held on 29 November 2025.

250.4 Donations Group

250.4.1 To consider the future of the group, and to agree whether the group should be dissolved.

250.4.2 To consider and discuss a donation to Warrington Fire Brigade following their attendance at the Walton Christmas Light Switch event.

251 Reports from Portfolio Holders and Outside Body Representatives

251.1 Footpaths/Towpaths

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

251.2 Highways, Vegetation & Street Lighting

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

251.3 Walton Hall Estate

To review any updates received.

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

To review and consider correspondence received.

253 Items for inclusion on the next agenda

254 Set date and time of next meeting

To consider and resolve an alternative date for the January 2026 Parish Council meeting, due to the scheduled date of 1 January falling on New Year's Day

255 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 in closed session because of the nature of the information to be disclosed, whether pertaining to an individual, a contract or legal advice.

Confidential Items (Part 2):

- **Clerk's Pay – NJC National Pay Award 2024/25**
To consider and approve the Clerk's revised salary in line with the NJC National Pay Award 2024/25, including the back-dated payment to 1 April 2024.
- **Clerk Additional Hours**
Additional Payment for FOI Internal Review To consider and approve the specific payment amount relating to additional hours worked by the Clerk in completing the FOI internal review.