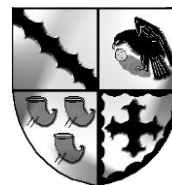


# Culcheth and Glazebury Parish Council



## Minutes

### Of the Parish Council Meeting

Meeting held at 7.30pm on Tuesday 11<sup>th</sup> October 2022

At Glazebury Methodist Church

#### Councillors

Chairman N Johnson Vice Chairman K Bland

Councillors S Bland, B Alldred, P Holmes, V Allen, C Benson, C Smith, J Seddon, S Carr

#### **PART 1 Welcome & Open 7.30pm**

##### **1. To receive member's apologies for unavoidable absence**

Apologies received and accepted from Councillors Allen, Benson and Carr who are all attending the WBC meeting.

##### **2. 2.1 Code of Conduct – Declaration of Interests**

Cllr Bland declared an interest in the funding request in 5.1 from Culcheth Primary School.

##### **2.2 Localism Act 2011 – Dispensations** None

##### **3. 3.1 To approve the Minutes of the previous PC meeting held on 27<sup>th</sup> September 2022**

*Resolved that the minutes of the PC Meeting held on 27<sup>th</sup> September 2022 are agreed as a true and accurate record.*

##### **3.2 Matters arising**

**3.2a Christmas Market** – There are fewer stalls than previously. Notices will be put into shops etc. WBC will be charging for the use of the gazebos including labour costs of set up etc. but there is no figure available yet. The Clerk reported that there is funding in the budget.

**3.2b Flies** – There continue to be many complaints. WBC is continuing to follow up on reports. Cllr Bland has details of ongoing investigation.

##### **4. Police Report 7.38-7.58pm**

###### **Police Report for September 2022**

###### **Engagement activity for the month of September**

Op Scrambler 3 Sep operated across Warrington East

Ukraine Family Hub 4 Sep attended by PCSO Palfrey

Speed enforcement 21/08 – Heath Lane, 7 activations  
Speed enforcement 29/09 – Common Lane, no activations

**The below stats outline incidents reported 01/09/2022 - 30/09/2022**

**Anti-Social Behaviour – 3 reports**

**Culcheth:** 1x Suspicious person; 1x Neighbour issues

**Glazebury:** No reports

**Croft:** 1x quad bikes, for awareness Op Scrambler and Rural Team

**Burglary Dwelling – 4 reports**

**Culcheth:** 1 report Warrington Road – Shed accessed

**Croft:** 1 report Cross Lane

**Glazebury:** 2 report Warrington Road – Garage entered; tools taken

Whalley Avenue – Not burglary, reclassified vehicle interference

**Burglary Others - 1 Report**

**Culcheth:** No burglary, suspicious vehicle at business premises

**Croft:** No burglary reported

**Glazebury:** No reports

**Vehicle Crime/ Offences – 0 Report**

**Culcheth Glazebury & Croft:** Nothing reported

**Criminal Damage – 1 Report**

**Culcheth:** Related to a domestic incident

**Glazebury:** Nothing to report

**Croft:** Nothing to report

**Report compiled by PCSO 20367 Roberts (10/10/22)**

PC Matt Hankin discussed the report and updated Councillors on activities moving forward. Issues raised by Councillors and residents are speeding along Common Lane in Culcheth and Warrington Road in Glazebury, particularly near Bent's. Councillors queried the possible average speed cameras for Warrington Road, but this is not something PC is aware of. There are plans for two automatic cameras to go in, these take money away from local policing. Operation scrambler can respond to correct incident reports. Croft has large cardboard Police figures, at a cost of £100 each, the use of which have been trialled successfully in Scotland.

There are two potential bids for Community funding. The PC will be able to endorse these if they go for submission.

*Cllr Johnson to contact M Tune at WBC*

*Clerk to contact PCC's office*

**5. Finance**

**5.1 To approve payments for October**

**5.1a Funding request**

Two letters received from Culcheth Primary School children asking for support for the Christmas lunch and entertainment they are organising for the elderly.

***£100 proposed and agreed by all.***

Cllr K Bland had declared an interest and abstained.

#### ***5.1b Phone & Internet***

The Clerk has considered costs and recommends ending the BT contract for the landline and internet. This would be replaced by a mobile contract for phone and internet. The cost saving will be at least £360 per year.

***Resolved to discontinue the BT contract and replace with a mobile contract for the phone and internet, agreed by all***

#### ***5.1c Gardener***

Given increased costs and the gardener now being out of his initial contract it is proposed to increase payments each month by £60 from November,

***Resolved to increase gardener payment by £60 per month from November, agreed by all***

#### ***5.1d Approve accounts***

The October payments list is updated to include the above.

***Resolved that all payments for October be approved, agreed by all.***

#### **5.2 Scribe update**

Training and uploading information are ongoing. A Scribefest on Friday is a full day of presentations etc. All to be available for the Finance Meeting on 25<sup>th</sup> October.

#### **5.3 Banking**

Nat West are introducing charges on one of the accounts held.

The Unity Bank current account is opened, and documentation should arrive soon to activate the account.

#### **5.4 External audit**

The External Audit Report has been received and is signed by PKF as completed with no issues raised. The documents are noted.

There is an option to opt out from PKF and to find an External Auditor. The Clerks recommendation is to continue with PKF.

***Resolved that the PC will continue with the appointed external auditors, agreed by all.***

The Clerk will contact JDH Business Services Ltd for Internal Audit 2022/2023 with submission February 2023.

### **6. Policies & documents to review & adopt**

Councillors have reviewed and updated existing documents and polices and introduced additional ones. The revised and new documents are  
Code of Conduct

Standing Orders  
Terms of Reference for Committees  
Financial Regulations  
Dignity at Work  
Grievance Policy  
Absence Policy  
Vexatious Complaints Policy  
Recording of Meetings Policy

These will be live documents and can be amended and updated at any time.

***Resolved that the PC adopt the documents and policies shown above, agreed by all.***

## **7. Clerks Report**

**Culcheth Green** – a meeting has been requested with WBC to discuss the play area and the Green as a whole.

**Kick Rail** – no replies from WBC, clerk to contact WW.

**Maypole Green** - Discussed with gardener who will make recommendations for two trees, one to commemorate the queens Jubilee and one In Memory of a resident.

**Hampson triangle**- The gardener reviewed the area, which can have compost added and planting although the outcome is not guaranteed. Tree advice will be given.

**Land at the corner of Warrington Road & Hampson** –PC's maintenance offer is awaiting a reply from WBC.

**Millenium Garden** Gardener planted small plants and lots of bulbs. Area completed.

**Planters / flower baskets** - Planters requested on the railings at the roadside in the centre of Culcheth. Raised by residents. Gardener to advise.

**Glazebury play area** - grass cutting by gardener to continue, as a separate contract.

**Glazebury Gardens** – identified work is needed.

**Weeds/general maintenance** - complaints in various areas. WBC Policy requested but not received. WBC have sprayed weeds. Cllr Benson following up on areas omitted and uneven flags.

**Training** – Bookings have been made for Councillors and the Clerk.

A First Aid course is booked for November.

**Defibrillators** – The one at the Tea Rooms will be installed soon. One has been ordered for the Culcheth Scout Hut.

**Christmas lights** – to be reviewed next year.

**Speeding** - resident complaints to raise with Police.

**Linear park** – complaints about the poor condition of paths, seats etc.

***Hampson Triangle to be added to the Land & Environment meeting agenda***

## **8. Chairman's Communications**

Cllr Johnson gave an update on the **website** which will soon be live. Information is being loaded. Email addresses are also set up. Assistance will be given to put this on your own

mobile if you need it. There will be overlap initially with the current email addresses and the website.

**9. To confirm Date & Venue of next meeting**

Tuesday 25<sup>th</sup> October at Culcheth Library

6pm Planning

6.30pm Land & Environment

7pm Finance

Tuesday 8<sup>th</sup> November at the Culcheth Centre

7pm Appraisal

7,30pm PC Meeting

Tuesday 29<sup>th</sup> November 6pm-9pm First Aid at Glazebury Methodist Church

This meeting will be closed and opened to the public.

**Meeting opens to the Public**

A resident attended earlier this evening and raised continued concerns about traffic speeds on Common Lane. This was raised with the Police officer in attendance this evening.

*Cllr Johnson will follow up.*

*Closed at 8.30pm*

**PART 2**

`None

Tina Rogers-Smith

**Signature**

**Date**