

MINUTES OF THE ANNUAL MEETING OF APPLETON PARISH COUNCIL HELD ON TUESDAY 20 MAY 2014 AT 7.30PM IN THE PARISH HALL

PRESENT:- Mrs. D Edwards (Chairman)
Mrs. S J Bengler (Deputy)
Dr. I Axcell, Mrs. V P Davies and Ms. J C Wheeler

Mr. K J Arnett, Dr. B P Axcell, Mr. J L Price, Mr. B K Smith, Mr. T M Stansfield and Mr. P J Walker

Mrs. L E Parker (Clerk)

1. Apologies

Apologies had been received from Mrs. S A Harris and Mrs. J M Walker.

2. Code of Conduct – Declaration of Interests

No declarations of interest were made at the start of the meeting.

The Clerk reminded all Members of the need, when required, to amend/update their “Registration of Members’ Interests” Form.

3. Appointment of Chairman

It was proposed by Mr. P J Walker and seconded by Dr. B P Axcell and -

Resolved that Mrs. D Edwards be appointed as Chairman of the Parish Council for the ensuing year.

Mrs. D Edwards took the Chair, was invested with the Chain of Office, signed the Declaration of Acceptance of Office and thanked all for the appointment.

4. Appointment of Deputy Chairman

It was proposed by Mr. P J Walker and seconded by Dr. I Axcell and -

Resolved that Mrs. S J Bengler be appointed Deputy Chairman of the Parish Council for the ensuing year.

Dr. B P Axcell acknowledged the “superb team” of the Chairman and the Deputy Chairman and congratulated Mrs. S J Bengler and Mrs. D Edwards on all their hard work during the past year.

5. Police Community Support Officer (PCSO)/Police Report

PCSOs Ben Scholte and Ian Carter in attendance and input included the following:

- a) Reported incidents in Appleton for the period 16 April to 20 May -
3 burglaries, 1 attempted burglary, 2 criminal damage, 1 theft and 3 anti-social behaviour acts.
- b) Inspector Sarah Heath returned to work on Monday 19 May and Becky Stokes remains as the Beat Sergeant.
- c) The involvement of the PCSOs regarding a vulnerable resident and anti-social behaviour on Dale Lane. Mr. J L Price provided further details and complimented the PCSOs / Golden Gates Housing Trust on all their efforts.

Ms. J C Wheeler referred to the “abusive” and “racist” graffiti under the Witherwin Avenue Bridge adjacent to the footpath in the Dingle Woods and that PCSO Lynda Garner had contacted Warrington Borough Council to have it removed.

PCSO Ben Scholte advised that he would be moving in June/July from the Appleton beat to the Lymm area and was handing over to Ian Carter, an ex-Policeman of 31 years, who he introduced to Members.

Mrs. D Edwards thanked PCSO Ben Scholte for all his work over the years as a Police Community Support Officer in Appleton.

6. Public Participation

Two residents in attendance who raised concerns on the increase in traffic and the speed of traffic on Wrights Green, Lumb Brook Road.

PCSO Ben Scholte agreed to investigate speed enforcement in the area and to speak to the Traffic Management & Road Safety Manager, Warrington Borough Council (WBC) regarding a reduction in the speed limit.

Members agreed that the Parish Council should write a letter of support to WBC for a reduction in the speed limit to 30mph on Lumb Brook Road in the Wrights Green residential area.

7. - 8. Appointment of Committees and Working Parties / Appointment of Representatives on Outside Bodies

7. Appointment of Committees

It was agreed that the following Committees for 2014/2015 with the membership as listed be appointed and Resolved that the Chair of each be as detailed:

Planning –

Mrs. S J Benger (Chair) and Mrs. D Edwards (Deputy Chair)
Dr. I Axcell, Mrs. V P Davies, Mrs. J M Walker and Mr. P J Walker

Environment –

Mr. K J Arnett (Chair)
Mrs. I Axcell, Mrs. V P Davies, Mrs. S A Harris, Mrs. J M Walker, Ms. J C Wheeler and
Mr. T M Stansfield

Finance and General Purposes –

Mr. P J Walker (Chair)
Mrs. S J Benger & Mrs. D Edwards and Dr. B P Axcell & Mr. B K Smith

Youth -

Mrs. S A Harris and Ms. J C Wheeler

Parish Newsletter –

Mr. B K Smith (Chair)
Mrs. S A Harris and Dr. B P Axcell

Welcome Pack (Information Guide) / Parish Council Website -

Mrs. S J Benger, Mrs. J M Walker and Mr. P J Walker

Library Committee –

Dr. I Axcell, Mrs. S J Benger and Mrs. V P Davies

It was further resolved that the following should represent Appleton Parish Council on Committees involving other Parish Councils:

Joint Employment Committee (with Stockton Heath Parish Council) –
Chairman
Deputy Chairman
Mr. P J Walker

South Warrington Parishes Community Support Officers Group (known as SWPCSOG)
(with Grappenhall & Thelwall, Lymm and Stockton Heath Parish Councils) –

Mrs. S J Benger, Mrs. V P Davies and Mr. K J Arnett

8. Appointments to Outside Bodies

Resolved that the following Members be appointed to represent the Parish Council on the following organisations for the year 2014/2015:

- a) Warrington Branch CPRE – Mr. J L Price
- b) Warrington Public Rights of Way Forum – Messrs. K J Arnett and S Guest
- c) Tree & Pond Warden and Footpath Warden – Mr. J L Price
- d) Parish Path Warden – Mr. S Guest
- e) Police and Crime Commissioner Surgery Meetings – Mrs. D Edwards and Mr. P J Walker
- f) Stronger Together / South Area Neighbourhood Board – Mr. K J Arnett
(Substitute Mr. P J Walker if required)
- g) Warrington South Neighbourhood Action Team – Mr. K J Arnett
- h) Bridgewater Canal Users Group – Dr. B P Axcell

In addition, further representations by the Parish Council are as follows –

Lumb Brook Millennium Green Ltd – Mrs. V P Davies, Director

Pewterspear Green Trust – Mr. R Blackstock, Elected Member
and
Mr. G Webster, Nominated Member

Appleton Thorn Primary School – Mrs. D Edwards, Community Governor

Broomfields Junior School – Mrs. Sue Richardson, a resident, Sponsored Governor

9. Purple Flag in Stockton Heath

Sue Dodd, Chairman of the Stockton Heath Purple Flag Association, in attendance to provide a report on the Purple Flag accreditation. The Purple Flag:

- is awarded by the Association of Town Centre Managers.
- demands commitment to very high and sustainable standards.
- requires a rigorous inspection.
- usually goes to town and city centres.

A copy of the 'old' Purple Flag leaflet was distributed to Members which included:

The Purple Flag rewards those communities which successfully present their achievements in making their centres: vibrant, clean, welcoming and safe.

Stockton Heath is the first village centre in Britain to be given this prestigious award.

Purple Flag celebrates Stockton Heath's:

- vibrant and varied shops.
- attractive park and floral tubs and hanging baskets.
- lively and thriving cafés and coffee-houses.
- diverse and popular restaurants.
- well-managed and family-friendly pubs.
- Festival and Winter Market.
- Walking Day and faith communities.
- Parish Council and community leadership.
- Partnership working with Police, Health and Fire authorities.
- young people and their contribution to the life of the village.
- civic pride and clean streets.
- control and management of the late-evening economy and efficient transport links.
- low rates of crime and anti-social behaviour.

Purple Flag is important because

- It has brought together young and old, amateur and professional, residents and community leaders to form the Steering Group which guided the bid
- It has been the driving force behind the initiative which now identifies many village-centre businesses whose toilets are available to the general public
- It is an accolade which makes business and domestic properties more attractive to buyers
- It has established a standard which all partners have co-operated in achieving and will work to maintain
- It provides a boost to the village economy
- It is an incentive for further improvement

Mrs. S Dodd asked for consideration to be given to supporting a project within Purple Flag and advised of the costs for buying/fixing Purple flags is up to £50 each, the £400 cost of the plaque outside George Formby's former house - 'Hillcrest' now a boutique hotel, the £1,000 quote for relighting the oldest street lamp, the 'new' leaflets printing costs of £500 and the £500 Purple Flag annual renewal fee.

Questions were raised and discussions ensued with Members on the closed public toilets, car parking issues and the taxi queues on Friday/Saturday nights.

Mrs. D Edwards brought the Purple Flag presentation to a close by advising that the funding request would be placed on the agenda for the next Parish Council meeting to be held on 17 June.

10. Dates and Times of Meetings

Resolved that Monthly Meetings of the Parish Council be held on the third Tuesday of the month at 7:30pm preceded by a Meeting of the Planning Committee at 7:00pm with the exception of August when there will be no Parish Council meetings.

11. – 14. Planning

11. Current Planning Applications

The recommendations of the Planning Committee on applications received since the last meeting were accepted and it was Resolved that the following recommendations be forwarded to the Development Control Manager, Environment and Regeneration, WBC:

Planning applications to 20 May 2014

a) NO OBJECTION to the following applications:

- 2014/23611 Mr. Peter Hancock - Householder - Proposed single storey side and rear extension at Burley Fields, Arley Road, Appleton Thorn.
- 2014/23771 Mr. Mark Bridge - Householder - Proposed single storey orangery to rear elevation at Briarcliffe, Quarry Lane, Appleton.
- 2014/23792 Mr. P Stringer - Householder - Proposed two storey side extension and single storey rear covered area at 6 Delphfields, Appleton.

b) OBJECTIONS to applications:

- 2014/23332 Hensmill Property - Full Planning (Major) - Proposed construction of subterranean car storage facility (Sui-Generis Use Class) with ancillary office development and associated demolition and landscaping accessed from Crowley Lane at Former Stretton Airfield, Appleton Thorn. (Amended plans.)

Previous objection comments stand from Parish Council meeting 15 April 2014.

- 2014/23641 Mr. David Horrocks - Householder- Proposed two storey extension to front and single storey extension to rear at 37 Thorntree Green, Appleton Thorn.

The proposed two storey extension to the front due to its scale is such that it would be an overly prominent feature which would dominate the front roof plane. To allow this development could encourage the submission of further similar proposals. The proposed side elevations appear even more prominent than under the previous planning application 2014/23071 which was refused.

- 2014/23738 Mr. John Bryan - Full Planning - Proposed change of use of two barns to form two detached dwellings (Resubmission 2012/20889 APP/MO655/A/13/2200859) at land at Park Lane/ Firs Lane, Appleton.

This application appears to be similar to 2012/20889 Proposed change of use of two existing redundant buildings to form two detached dwellings (Resubmission of 2012/19953) and therefore the Parish Council refers to the Refusal decision by Warrington Borough Council dated 16 April 2013 and also the dismissed Appeal Decision APP/M0655/A/13/2200859 from The Planning Inspectorate decision dated 11 March 2014.

The Parish Council is unsure why this application has therefore been resubmitted and it should be mentioned that there does not appear to have been any farming/agricultural activity at all on this land.

The buildings have never been used for agricultural purposes and appear to be unfinished therefore no use has been established.

The Parish Council again strongly objects to this application on the same grounds as previously documented to you:

2012/20889 Mr. John Bryan - Proposed change of use of two existing redundant buildings to form two detached dwellings (Resubmission of 2012/19953) at land at Park Lane/Firs Lane, Appleton.

The Parish Council feels that the two existing buildings have been built contrary to previous and current planning policies both nationally and locally.

National Planning Policy as contained within Planning Policy Guidance (PPG) Note 2: Greenbelts (Jan 1995) relates to the control of development with the construction of new buildings as inappropriate. PPG2 makes it clear that there is a general presumption against all inappropriate development in the Green Belt. The present large 'house' styled buildings are visually harmful in their appearance and location in a prominent position in an otherwise open rural landscape. The visual amenities of the Green Belt have been injured and as a result, contrary to the advice contained in paragraph 3.15 of the PPG2.

The National Policy Framework refers under Point 9 to Protecting Green Belt Land in paragraphs 87 through to 90 and gives guidance which is of relevance to this application. The existing two buildings are inappropriate, harmful and damage the openness of the Green Belt. It must be questioned as to the initial justification for these buildings. In the permissions granted on 2005/05043 at Condition 5 and 2005/06404 at Condition 6 for the two existing buildings, it clearly states 'the buildings hereby permitted shall not be used other than for the purposes of agriculture...' and it is questioned whether they have been actually used for this purpose. Even the Planning Inspector in his report of 27 May 2008 relating to another proposed dwelling at the site refers to the "the two storey barns, which are substantial..." and "...occupy a commanding position on sloping land visible from the open countryside..."

The application is contrary to Policy GRN1 The Green Belt of the adopted Warrington Unitary Development Plan, as never used for agricultural purposes and GRN3 Environmental Protection and Enhancement. The application is also contrary to the Warrington Borough Council Supplementary Planning Document – Managing The Housing Supply which details at point 3.4 that applications for conversion of agricultural buildings and barn conversions for residential development will be **Refused**.

In the Warrington Local Development Framework (LDF) Submission Local Plan Core Strategy September 2012 - Policy CS 4 Overall Spatial Strategy – Green Belt it states that the Council will maintain the established extent of the Green Belt in recognition of its purpose to assist in safeguarding the countryside. Under Policy CC 2 Protecting the Countryside - Development proposals in the countryside which accord with Green Belt policies set out in the national planning policy will be supported provided that the "detailed siting and design of the development relates satisfactorily to its rural setting, in terms of its scale, layout..." Clearly the scale of the development of the barns is too large for this green belt countryside setting. The application is also contrary to Objective G14 – Protect and enhance the character of the countryside, its natural beauty, the diversity of its landscape, its heritage and wildlife value, its natural resources, and its contribution to the quality of life in the borough as a source of recreation and enjoyment. The Parish Council also has concerns that bats and badgers will be present at the site.

The Parish Council wishes to strongly object to this proposal and requests that a site visit is undertaken by Members of the Development Management Committee before any decision is made. It is felt that approval of this application for conversion from agricultural buildings to detached dwellings will set a precedent for other similar applications in Appleton, the Borough of Warrington but also nationwide.

c) CONCERNS to applications:

2014/23597 Mr. Slater - Householder - Proposed extension to detached garage at 25 Pangbourne Close, Appleton.

It is wondered what is the impact on number 27 Pangbourne Close of the proposed garage extension and consideration needs to be given as to whether the 45 degree code is breached in respect of this adjacent property.

2014/23772 Mr. Anthony Hales - Householder - Proposed loft conversion including construction of new dormer window to rear at 61 Greenfields Avenue, Appleton.

The proposed rear dormer loft conversion appears large and will become a dominant feature. Concern is also raised that the 2 windows in the dormer will overlook and damage the privacy of residents of Waterside with the possibility that approval could set a precedent.

d) For INFORMATION purposes only – specific comments are not necessarily being sought from the Parish Council by WBC:

2014/23584 Mr. & Mrs. K Critchley - Householder - Proposed 2 storey side and rear extensions, single storey rear and front extensions including porch and construction of detached garage at Four Winds, Firs Lane, Appleton. (24/4/14 WBC advises that the application has been found to be invalid.)

2014/23591 Mr. Ian McSporrán - Section 192 - Proposed single storey kitchen/family room extension to rear elevation at 16 Ashberry Drive, Appleton Thorn.

2014/23592 Mr. Mark Bridge - Section 192 - Proposed replacement window at the side of the garage with an access door at Briarcliffe, Quarry Lane, Appleton.

2014/23628 Mr. Pritchard - 42 day Householder Prior Approval: Proposed Conservatory to rear extending 3.415m from the rear wall, maximum height of the extension is to be 3.2m and the height of the extension to the eaves is to be 2.45m at 364 London Road, Appleton.

2014/23724 Mr. C Asbury – Discharge of conditions - Application for approval of details reserved by conditions, 1 (Commencement), 2 (Approved Plans), 3 (Roofing & Facing Materials), 4 (Surfacing Materials), 5 (Fence/Wall Details), 6 (Landscaping Scheme), 7 (Landscaping Implementation), 8 (Drainage), 9 (Contaminated Land Pre-Commencement), 10 (Land Contamination Completion), 11 (Provision of car parking), 12 (Access Construction), 13 (Visibility Splays), 14 (GPDO Restriction) & 15 (Obscure Glazing) following previously approved application 2013/22865 at land at Burfield Drive, Appleton.

2014/23753 Mr. David Knight - Lawful Development Certificate (Section 192) - Proposed Single Storey Rear Extension at 7 Edenbridge Gardens, Appleton.

2014/23777 Mrs. Tammy Silcock - Lawful Development Certificate (Section 192) - Proposed provision of a building within the rear garden to be used as a playroom/den at The Lodge, Lumb Brook Road, Appleton.

e) **TREE PRESERVATION ORDERS (TPOs):**

- 2014/23554 Mrs. Tracey Brooks - TPO - Proposed works to trees - 1x Oak 1x Ash fell at Coppice End, Cann Lane North, Appleton.
- 2014/23647 Leanne Astbury – TPO – Proposed removal of Sycamore Tree at 4 Woodstock Gardens, Appleton.
- 2014/23699 Leanne Astbury – TPO - Proposed works to Trees (Cut back Oak Tree) at 4 Woodstock Gardens, Appleton.
- 2014/23725 Mr. Rod Mills - TPO - Proposed removal of Beech tree at 30 Lyons Lane, Appleton.
- 2014/23728 Mrs. Fenella Green - TPO - Proposed works to Lime Tree (TPO 15) at 38 Beechways, Appleton.

Due to Dr. B P Axcell being a substitute member on the WBC Planning Applications Sub Committee/Development Control Committee, he did not participate in the planning discussions or the recommendations agreed other than supporting the Parish Council's objections raised to application 2014/23738.

12. Previous Planning Applications

12.1 Refused

- 2013/23383 Mr. Richard Shadwell - Householder - Proposed single storey extension to rear and part single, part two storey extension to side to replace garage at 19 Broomfields Road, Appleton.

12.2 Appeal

- 2013/22722 Mr. D Bradley - Full Planning - Part Retrospective Change of Use of the land to form part of an existing residential curtilage including repositioning of boundary fence at 23 High Warren Close, Appleton.

Notification from The Planning Inspectorate dated 1 April 2014 confirming that following a site visit made on 24 March 2014, the Appeal has been dismissed.

12.3 Enforcement

ENF/14/04288 Alleged non-compliance with approved plans (ref: 2013/2175) at 27 Field Lane, Appleton.

ENF/14/04316 Alleged breach of planning condition (Ref No. 2013/22600) at 313 London Road, Appleton.

Mr. J L Price advised of a complaint received from the residents at 315 London Road that the windows to the extension at 313 London Road were larger than detailed in the approved planning application.

It was agreed by Members that the Parish Council would support the residents at 315 London Road and contact the WBC Planning Enforcement Officer on their behalf.

13. Hot Food Takeaways

Email dated 29 April from the WBC Planning Technician (Planning Policy) including a link to the Hot Food Takeaways Supplementary Planning Document – Adopted April 2014 and adoption statement:

http://www.warrington.gov.uk/downloads/download/1710/hot_food_takeaway_spd-april_2014

Upon request, a hard copy was subsequently sent to the Parish Council.

14. Planning Committee Terms of Reference

A copy of the draft Planning Committee Terms of Reference had been distributed to Members at the Planning Committee meeting on 20 May and it was agreed to review the document at the next meeting on 17 June.

15. - 16. Clerk's Report

15. Correspondence

The following correspondence was noted and resolutions made where appropriate:

- a) Letter dated 22 April from the Festival Co-ordinator, Stockton Heath Festival Trust thanking the Parish Council for the £1,000 donation and for the use of the Parish Hall for the Festival events at no charge.
- b) A leaflet advertising the Stockton Heath Farmers Markets organised by Walton Lea Partnership from 10am – 2pm on the last Sunday of every month: 30 March, 27 April, 25 May, 29 June, 27 July, 31 Aug, 28 Sept and 26 October held outside The Mulberry Tree pub.
- c) Police & Crime Commissioner and Chief Constable's Update Issue 5 April 2014 and details of the Commission's Crime Prevention Fund.
- d) Email dated 29 April from the Secretary, Lumb Brook Millennium Green thanking the Parish Council for the second installment grant cheque of £1,500.00.
- e) Notice of a Goods Vehicle Operator's Licence in 8 May edition of the Warrington Guardian advising that Stephen J Tabner Ltd of Unit 10, Appleton Thorn Trading Estate, Lyncastle Road, Appleton is applying to change an existing licence to keep an extra 5 goods vehicles and 10 trailers.
- f) Email dated 10 May from the Appleton Thorn Bawming Committee advising that the event is to take place on 21 June. Details now included on the Parish Council website home page and amended in the Information/Welcome Guide.
- g) Email dated 11 May advising that the new Vicar, for the joint benefice of St Matthews and St Cross, will be the Revd. Alan Jewell, who is currently the Team Rector of Halewood and Hunts Cross in the Dioceses of Liverpool. Revd. Jewell's planned installation will be in September of this year, however a date has not been fixed yet.

The email adds that enquiries have been made for a special service for the commemoration of the commencement of the First World War and as yet nothing has been finalised as the services have not been fixed for August. However the church at St Cross will be open on 4 August for private prayer and reflection for individuals to commemorate the outbreak of war.

- h) Email dated 12 May from the WBC Play Development Officer advising that the playschemes are going ahead and Tinies have been awarded the contract for the second year. The Appleton playschemes have been scheduled to commence on Monday 21 July to Friday 1 August at Cobbs Infant School and Monday 4 August to Friday 15 August at Appleton Parish Hall both from 10am to 12 noon.

The Play Development Officer advised that the WBC charge will again be £500 per week but indicated that the daily attendance fee should be £2 per child. Discussion ensued between Members on the proposed fee increase from £1 to £2 per child and it was agreed to keep the charge for attendance at Appleton Playschemes at £1 per child.

The Parish Council approved budget 2014/15 for Holiday Playschemes is £2,500 and therefore it was agreed:

- i. The Parish Council funds a 2 week morning 10am – 12noon Playscheme from Monday 21 July to 1 August at The Cobbs Infant School at a cost of £1,000 which has again been kindly offered at no formal cost due to it being ‘community usage’ though for such donations are discretionary.
- ii. A donation of £200 be made to The Cobbs Infant School to cover Caretaker/cleaning costs on the conclusion of the 2 week Playscheme there from the Holiday Playschemes Budget.
- iii. The Parish Council funds a 2 week morning 10am - 12noon Playscheme from 4 August to 15 August at Appleton Parish Hall at a cost of £1,000.
- iv. An entrance fee of £1 per child per attendance is charged with income to be paid to Appleton Parish Council via a deduction from the invoice submitted by WBC.
- v. Confirmation of these arrangements be sent to WBC.

The Clerk advised that an article would be placed on the home page of the Parish Council website but suggested an article should also be included in the forthcoming Parish Council newsletter.

- i) Notice in the 15 May edition of the Warrington Guardian advising of a temporary 20mph speed limit and temporary footway closure on Barleycastle Lane and Arley Road for a period of 12 weeks due to maintenance works to the safety barrier and adjacent footways.
- j) Email dated 16 May from the Secretary, Pewterspear Green Trust advising that the AGM was held on 12 May and that both Parish Council representatives have confirmed that they are willing to stand for a further year. (See Min. No. 8 above.)

16. Accounts

Statement of Receipts and Payments for the Financial Year 2014/2015

The Members noted the Statement as at the period ending 30 April 2014 with the reconciliation to the Bank Statements undertaken by the Chairman.

17. Committee Reports

17.1 Environment

- a) Mr. K J Arnett reported that the two trees opposite the Bridge Lane shops were sprouting and the grass seed sown on the verge was growing.
- b) The Clerk confirmed that a letter from Golden Gates Housing Trust (GGHT) dated 24 April had been received advising that GGHT had given their approval to the installation of 3 large planters and 1 small planter outside the Bridge Lane shops subject to the following conditions:
 - No nuisance to be caused to neighbours and local businesses.
 - All work and installation of the planters to be undertaken at Parish Council expense.
 - All damage to be made good at Parish Council own expense. This includes the land the planters will sit on if they are removed in the future.
 - GGHT will accept no responsibility for maintenance.

The planters have now been ordered with delivery / installation by end of May.

A £50 donation had been received on 25 April from GGHT towards the cost of the planters.

- c) Mr. K J Arnett reported on his attendance at the Parish Council Manchester Airport meeting on Tuesday 6 May and advised upon a removal of a bridge over the M56 at junction 5 in July. Copy of respective email forwarded to Members on 21 May via the Clerk.

17.2 Finance & General Purposes

Committee Meeting 7 May 2014

A copy of the minutes had been previous circulated to the Members with the agenda and the Mr. P J Walker requested these be approved and the recommendations confirmed.

Resolved that:

- a) The Minutes be approved and signed by the Chair.
- b) The recommendations in respect of the following be confirmed -
- i. Annual Insurance
 - ii. Review of Internal Financial Controls, Standing Orders and Financial Regulations
 - iii. Parish Hall – fence adjacent to the car park
 - iv. Finance & General Purposes Terms of Reference
 - v. Caretaker/Bookings Secretary – Pension
 - vi. Plot of Land adjacent to 24 Dudlow Green Road

The Clerk reported that a quotation had now been received from Embletons Decorators, who have previously undertaken this work most satisfactorily, for the internal painting of the Parish Hall (2 coats) to include the kitchen (including ceiling), walls and doors in the Large, Small Hall and Ladies/Gents for £3,116.00.

Resolved that the quotation be accepted and Embletons Decorators be requested to undertaken the work at a convenient time.

18. Minutes of Last Meeting

Resolved that:

- a) The Minutes of the Annual Parish Meeting held on 15 April 2014 (copies of which had been circulated to each Member) were approved and signed by the Chairman.
- b) The Minutes of the Monthly Meeting of the Parish Council held on 15 April 2014 (copies of which had been circulated to each Member) be approved and signed by the Chairman.

19. Matters Arising for Updating and Noting Only

Minutes of the Monthly Meeting of the Parish Council 15 April 2014

19.1 ID Cards

The Clerk advised that photographs were still awaited from several Members.

19.2 Parish Council Website

Mr. K J Arnett advised that the new look Parish Council Website was a “fantastic job.”

19.3 Walks in Appleton Parish Booklet

Mr. J L Price reported on a meeting with Dingle Farm to discuss the display/sale of booklet but they could not oblige by selling the booklets.

19.4 Proposed 20mph Speed Limits in Appleton

Dr. B P Axcell reported that the issue of 20mph speed limits for ‘short’ cul-de-sacs had been raised with the Assistant Director, WBC.

The Clerk advised of a notice in the 15 May edition of the Warrington Guardian for Pepper Street, from its junctions with Stretton Road and Amberleigh Close, to be included for a 20mph speed limit.

19.5 Community Litter Pick

Mrs. S J Bengier reported on the extremely successful Community Litter Pick held on Saturday 10 and 17 May and thanked the residents, Scouts, Explorers, Hill Cliffe Baptist Church members and Guides, Appleton Independent Methodist Church members, Councillors (Judith Wheeler, Irina Axcell & Brian Axcell), the Co-op staff and the Parish Council staff especially the Clerk.

Litter pick included: Green Lane, behind scout hut/old Pewterspear Lane, Windmill Lane/Quarry Lane, Broomfields Leisure Centre playing fields/behind Farnham Close, path from Woodside Court to Longwood Road, behind and side of the Bridge Lane shops, Bridge Lane Rugby Field Playing Fields, London Road, Dudlow Green Park, Lyons Lane, Dudlow Green Road, sections of Longwood Road, Eversley Close, Hatfield Gardens, Highfield Avenue, Hillcliffe Baptist Church grounds including the Lychgate area, Allardyce Wood, Dingle Woods, pathway between Sunbury Gardens and Chessington Close and a few other places.

Mrs. S J Bengier wondered as there are two large sacks including garden waste and other material fly tipped on the Bridge Lane Playing Fields, which had been reported to WBC and to Warrington Rugby Football Club, whether Mr. T M Stansfield could remove it from the site.

A copy of a Press Release to be issued shortly was circulated to all which detailed the 70 volunteers and the 50 bags of litter collected.

19.6 HMP & YOI Thorn Cross

Mr. J L Price reported on attendance at the Thorn Cross Open Day earlier on 20 May which included several Councillors, the Head of Appleton Thorn Primary School and a parent from the School.

Mr. Price read out the draft of a letter he was proposing to send to the Warrington Guardian complimenting Thorn Cross which was agreed by Members.

Subsequently, it was reported by the press that two inmates had absconded from Thorn Cross on 20 May and therefore Mr. J L Price requested the Warrington Guardian to not publish the letter as things had taken on a different slant.

19.7 Leaking Drain – Red Lane near the junction of Birchdale Road

Dr. B P Axcell clarified that the leak was still there however United Utilities (UU) had decided following investigation that the leak was not from drinking water or UU drains so WBC Highways would be investigating further.

19.8 Parish Council Newsletter

Mr. B K Smith requested articles for the forthcoming newsletter.

20. Parish and Borough Councillor Reports

- a) Mrs. Sandra Benger thanked Mrs. Dot Edwards, the Councillors and staff for their support during her year as Chair.
- b) Mr. B K Smith reported that the gulley was still blocked outside no. 19 Wrights Green.
- c) Dr. B P Axcell advised that during the community litter pick on Windmill Lane it appeared that the road had not been swept in the autumn. Following a question raised with WBC Assistant Director, it appeared that WBC did not have a schedule for road sweeping.
- d) Ms. J C Wheeler reported on:
 - i. A meeting with the Appleton Woodlands Trust representative in the Dingle Woods and Fords Rough and the issue of the muddy footpaths. It had been suggested that HMP & YOI Thorn Cross be involved in any future maintenance and this had been suggested to the Governor.

Mr. B K Smith raised the matter of the requirement for a fence due to the adverse camber at the Doods Lane end of Fords Rough and Ms. J C Wheeler promised to raise the issue with the Woodlands Trust representative. Ms. J C Wheeler added that there was evidence of many badgers in the woods.

- ii. Discussions with Rev. Michael Ridley holding a community library at St. Mary Magdalene's Hall.
- e) Mr. T M Stansfield raised concerns on the height of the grass on the verges however Mr. P J Walker advised this was due to WBC financial cut backs.

It was agreed by Members that the Parish Council should write to WBC raising concerns that the grass verges were being left too long a period of time between mows and when undertaken the edges to the kerb were not being cut.

- f) Mr. P J Walker reported that residents had raised concerns on the phasing of the traffic lights at the junction of Lyons Lane/London Road/Quarry Lane and at Lumb Brook Road bridge but would raise the matters as a Borough Councillor direct to WBC.

Part II

Items of a "Confidential or other special nature" during which it is likely that the meeting will not be open to the public and press as there would be a disclosure of exempt information as defined in Section 100I of the Local Government Act, 1972.

21. Joint Employment Committee

Cllr. Walker, Chair of the Joint Employment Committee, reported on a meeting of the Committee held on 6 May as follows:

21.1 Annual Review Staff Wages/Salaries

It was confirmed that the Committee had met on 3 December 2013 when it was noted that the staff had received a pay increase of 1% from 1 April 2013 and therefore it was suggested that any discussions on 2014/15 pay be deferred until further details received on local government pay scales from WBC and National Association of Local Councils (NALC) / Society of Local Council Clerks (SLCC).

It was recommended at the time that for budget purposes a 2% increase be built in pending these further discussions.

Email from the Head of Employee Services (Payroll/HR), WBC dated 29 April confirmed that WBC has not agreed their pay settlements for 2014/15. The Clerk advised that no further information had been received from NALC/SLCC on the matter.

Again it was agreed that any discussions be deferred until further details received on local government pay scales from WBC and NALC / SLCC.

21.2 Pensions

The Clerk confirmed that two separate pension schemes had been set up with the Cheshire Pension Fund for the jointly employed staff – Appleton Parish Council and Stockton Heath Parish Council – with the necessary documentation being completed:

Resolved that the recommendation for the Contribution Banding Policy Option Form with Option 3 – To re-assess the contribution banding immediately an employee's pay changes, and annually on 1 April each year - be ticked be approved.

a) Retirement Policy

The Members reviewed the Retirement Policy for the jointly employed staff and amendments were made accordingly.

b) Employer Discretionary Policy Statement

The Members reviewed the document for the jointly employed staff and amendments were made accordingly.

However it was agreed that another meeting should be arranged for 3 June at 6.30pm at the Sandy Lane Centre, Stockton Heath to finalise the Retirement Policy and Employer Discretionary Policy Statement.

The meeting ended at 9.30pm.