

**MINUTES OF THE MONTHLY MEETING OF APPLETON PARISH COUNCIL  
HELD ON TUESDAY 15<sup>th</sup> SEPTEMBER 2015 AT 7.30 PM IN APPLETON PARISH  
HALL DUDLOW GREEN ROAD APPLETON**

**PRESENT:-** Mrs. S Bengler (Chairman)

Dr. B Axcell (Deputy)

Dr. I Axcell, Mr K Arnett, Mrs S Bengler, Mrs V. Davies, Mrs D. Edwards, Mr. B Smith, Mr. T Stansfield, Mrs J Walker, Mr. P Walker and Ms J Wheeler.

Mrs. J Monks (Clerk)

Press: Aran Dhillon - Reporter for the Warrington Guardian, one PCSO, one Police Officer Beat Manager, the Planning Policy and Programme Manager and the Senior Planning Officer from Warrington Borough Council and eighteen members of the public were present.

**1. Welcome and apologies for absence**

The chairman of the Parish Council, Mrs S Bengler welcomed everyone to the Parish Council meeting. Mr J Price sent his apologies as he was unable to attend due to being on holiday.

**2. Members Code of Conduct and Declarations of Interest**

None declared.

**3. PCSO / Police report**

The PCSO in attendance addressed the Parish Council and reported that there had been eight reported incidents of suspicious activity in the last month, however many may be directly related to Creamfields. Any Creamfield related incident should be directly reported to the Creamfields Hotline where it will be dealt with promptly. It was also noted that there has been one shed break in which resulted in a bike being stolen in the Appleton area.

The Parish Council had received notification that PCSO Lynda Garner has resigned and will be taking up a new role as a Police Officer with the Cheshire Police Force. The Parish Council wished her all the best in her new role and thanked her for all her hard work as a PCSO for Appleton.

The Police Officer Beat Manger addressed the Parish Council, her role was to look at the long term policing matters and was currently making plans particularly in relation to bonfire night. The Beat Manager informed the Parish Council that cold-callers had been a recent issue and the Police were working in partnership with Trading Standards over the issue. Any residents should either contact the Police via 101 or Trading Standards over any cold-callers in the area.

The Police Officer Beat Manager informed the Parish Council that a new PCSO will be commencing for Appleton from late October and an additional PCSO will be returning from maternity leave in the New Year.

#### **4. Public Participation.**

No members of the public wished to speak at this point.

#### **5. Strategic Housing Land Availability Assessment (SHLAA)**

The Planning Policy and Programme Manager and the Senior Planning Officer from Warrington Borough Council addressed the Parish Council with regards to the Strategic Housing Land Availability Assessment (SHLAA). He informed the Parish Council that the SHLAA was an evidence based document and identified housing sites across the borough for development. This was a technical exercise that Warrington Borough Council have to undertake and review periodically.

The previous SHLAA was undertaken in 2012 and all sites have been reviewed for the new draft SHLAA. The two main sites which could be developed in Appleton are the field at Appleton Thorn and Appleton Cross. The site at Appleton Thorn was unchanged since the 2009 SHLAA.

The clerk noted that there was a further meeting on Monday 28<sup>th</sup> September with the Planning Policy and Programme Manager to discuss the field at Appleton Thorn in depth.

#### **6. Neighbourhood Plan for Appleton Thorn**

Mr P Walker provided an update with regards to the progress of the Neighbourhood Plan for Appleton Thorn. Another draft of the Neighbourhood Plan will be circulated shortly and there will be a public consultation on the 3<sup>rd</sup> October in the village hall in Appleton Thorn where the proposed policies will be on display boards. Action points from the planning consultants had been received and these needed to be agreed in discussion with the Neighbourhood Plan group. It was hoped that the Neighbourhood Plan for Appleton Thorn would be completed in May/June 2016.

#### **7. Planning**

The clerk was requested to circulate the list of dates for the Planning Committee to the Parish Council.

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, Warrington Borough Council.

No Objections to the following applications –

2015/26230, Bridgewater High Upper School, Broomfields Road, Appleton WA4 3AE - 56 Day Prior approval - Proposed installation of Solar Photovoltaics (PV) equipment to existing flat roof.

2015/26331, Bridgewater High Lower School, Hall Drive, Appleton, WA4 5JL. 56 Day Prior approval - Proposed installation of Solar Photovoltaics (PV).

2015/26246, Walnut Tree Farm, Walnut Tree Lane, Appleton WA4 5NN - Householder - Proposed single storey extension to rear.

2015/26270, Highland, Windmill Lane, Appleton WA4 5JP - Householder - Proposed ground floor rear extension with first floor balcony and alteration to existing rear first floor side roofs.

2015/26310, 9 Wrights Green, Lumb Brook Road, Appleton WA4 3HN - Householder - Proposed two storey rear extension.

2015/26328, Yew Tree Farm, Yew Tree Lane, Appleton WA4 4QZ Listed Building consent - Proposed Internal alterations, new windows and doors, extend existing roof light including porch to kitchen area.

2015/26333, Eddie Stobart, Stretton Green Distribution Park, Langford Way, Appleton WA4 4TQ. 56 Day Prior Approval - Proposed installation and operation of a solar PV system.

2015/26280, Bellfield Farm, Firs Lane Appleton, WA4 5LE. Full Planning - Proposed agricultural building for dry storage of materials.

2015/26402, 21 Beechways, Appleton, WA4 5ER. Householder - Proposed Rear and Side Single Storey Extensions.

2015/26434, The Rowans, Cann Lane North, Appleton, WA4 5NF, Proposed two storey extension, detached garage, new boundary fence to Green Lane, permeable tegular driveway and proposed steel railings and gate to Cann Lane North.

2015/26466, 6 Broomfields Road, Appleton, WA4 3AE. Proposed attached garage to side elevation with bedroom and study over and bedroom to rear elevation.

2015/26458, 24 Greenfield Avenue, Appleton, WA4 3BW. Proposed two-storey side and rear extension & ground floor rear extension.

Concerns were raised on the following applications –

2015/26305, 264 London Road, Appleton WA4 5DF - Householder - Proposed two storey extension to side and rear. The Parish Council is concerned that the design and render of the proposed two storey extension is in keeping with the main house.

2015/26335, 61 Pewterspear Green Road, Appleton WA4 5FE. Householder-Proposed single storey rear extension, single storey porch extension, loft conversion

with new roof light windows and en-suite window. The Parish Council are concerned that the single storey rear extension is not in keeping with the main house. The Parish Council are also concerned that the new side window may overlook the neighbouring property and that the proposed rear extension may breach the 45 degree code.

2015/26360, 1 Hinton Crescent, Appleton, WA4 3DF. Household Developments - Rear Dining room extension and convert garage to study. The Parish Council are concerned that the proposed dining room extension and conversion of the garage to study may breach the 45 degree code for the neighbouring property at 14 Dale Lane.

2015/26437, 82 Highfield Avenue, Appleton, WA4 5DX, Proposed part single storey and part two storey extension to front, side and rear. The Parish Council are concerned the proposed extension may breach the 45 degree code for the neighbouring property.

2015/26514, 40 Bridge Lane, Appleton, WA4 3AX. Prior notification (Class C Prior Approval) - Prior approval for change of use from A1 to A3 Café. The Parish Council are concerned about the length of opening hours as twelve hours during the week is excessive with 9pm closing at night could result in damage to residential amenity due to noise particularly to the residents in the flats above this block of shops and the many residents nearby. The Parish Council also requests that there is a planning condition that this cannot be a licenced premises.

Objections were raised on the following applications -

2015/26202, Land adjacent to Sevenoaks, Old Pewterspear Lane, Appleton WA4 5NH - Full Planning - Proposed new detached dwelling and access following outline consent application 2013/22405. The Parish Council have now received the detailed plans for this site wish to object on the following grounds;

The Parish Council are concerned over the proposed entrance as the access is dangerous as it is close to a children's playground and positioned on a bend.

The Parish Council wish to support the residents of the Birchways Management Company Ltd requesting that if planning permission is allowed, conditions are added that no access can be permitted to the site via the narrow country footpath known as Old Pewerspear Lane and that any building work be carried out between 9am and 5pm to Monday and Friday so neighbours are not disturbed.

The Parish Council also objects to the detailed plans as this will result in overdevelopment of this plot.

***Due to Dr. B P Axcell, Ms J Wheeler and Mr P Walker being substitute members on the Warrington Borough Council Planning Applications SubCommittee/Development Control Committee, they did not participate in the planning discussions or the recommendations agreed.***

For information only –

2015/26227, 2 Teddington Close, Appleton WA4 5QG, TPO- Proposed pruning/trimming of oak tree G2, because of excessive shading.

2015/26306, 78 Highfield Road, Appleton WA4 5DX - Lawful Development Certificate - Proposed Single storey kitchen/family room extension to rear elevation.

2015/26371, 22 Cobbs Lane Appleton WA4 3BY. 42 day Householder Prior Approval - Proposed 'L' shaped conservatory to the rear to extend by 3.85 metres from the rear wall, maximum height of the conservatory is to be 3.15 metres and the height of the extension to the eaves is to be 2.25 metres.

2015/26381, 7 Hatchery Close Appleton, WA4 4TF. TPO- Proposed oak tree crown lift 25% crown thin, reduce lower laterals from property on TPO 466 (T1).

2015/26411, 77 Dudlow Green Road Appleton WA4 5EQ. TPO - Oak 1 Thin crown by approximately 15% and lift branches (crown lift) hanging low over garden. Reason: mitigation of excessive shading and removal of dead branches to ensure continued health of tree and visual amenity. Oak 2 Similar work to Oak 1.

2015/26452, Wrights Green House, Wrights Green, Lumb Brook Road Appleton, WA4 3HN. Discharge of Condition - Application to discharge conditions 4 relating to window materials following previously approved application 2007/11174.

2015/26517, Dingle Farm, Dingle Lane, Appleton, WA4 3HR. Discharge of Condition - Proposed discharge of conditions 3 (Schedule of Materials), 4 (Contamination), 7 (Boundary Treatment), 8 (Landscaping), 15 (Highways Matters) and 18 (Surface Water) following previously approved application 2015/25077.

## **8. Previous Planning Applications**

The Development Management Committee approved the planning application, 2015/25675 for HMYOI Thorn Cross, Arley Road Appleton WA4 4RL for full planning permission for the change of use from an agricultural building to a small scale farm shop on Wednesday 5<sup>th</sup> August 2015.

2015/26180, Land at Burley Lane, Appleton Thorn, Warrington, WA4 4RP  
Description of development: Full Planning - Proposed Installation of a 30M Lattice Tower supporting 9 antennas (at a top height of 32.70m) with 2 dishes, 3 no. cabinets, 1 Meter cabinet and ancillary development thereto, including the addition of a 1.8M high palisade fence and the removal/relocation of three containers. This planning application has been refused by Warrington Borough Council.

The clerk has been notified that 2015/25348, Stoneycroft, Hillside Road Appleton , WA4 5PX, has submitted an appeal to the Secretary of State against the decision of Warrington Borough Council to refuse planning permission for the proposed demolition of existing bungalow and construction of a new detached house.

2015/26202, Land adjacent to Sevenoaks, Old Pewterspear Lane, Appleton WA4 5NH - Full Planning - Proposed new detached dwelling and access following Outline

consent application 2013/22405. This planning application has been referred to Development Control Committee on 16<sup>th</sup> September 2015 and Mr P Walker will attend on behalf of the Parish Council.

Mr P Walker and Ms J Wheeler are now both substitute members on the Warrington Borough Council Planning Applications SubCommittee/Development Control Committee, as a result of this they will not be able to participate in the planning discussions or any recommendations the Parish Council make. Mr P Walker therefore formally resigns from the Planning Committee of the Parish Council. The clerk noted that Mrs V Davies was a member of the Planning Committee and she had been omitted in error. The clerk was requested to update the committee list with these amendments.

#### **9. Electoral review of ward boundaries for Warrington Borough Council.**

The clerk had received an email dated 25<sup>th</sup> August 2015 regarding the electoral review of Warrington. The Local Government Boundary Commission for England has published draft recommendations on the future electoral arrangements for Warrington Borough Council. There is an eight week consultation which closes on 19<sup>th</sup> October 2015. Under the draft proposals the electoral arrangements for Appleton would be amended.

**RESOLVED** that;

The draft letter circulated to all Councillors by the clerk and subsequently amended opposing the draft recommendations for Appleton be approved for submission to The Local Government Boundary Commission for England. The clerk noted that the letter was to be signed by both the Chairman of the Parish Council and the clerk and a copy should be sent to the local MP for their attention.

#### **10. Clerk's Report and Accounts**

The clerk received an email sent on 18<sup>th</sup> August 2015 regarding the lack of designated pedestrian area on Red Lane, Appleton. The clerk has informed Warrington Borough Council of this and a reply was received from Warrington Borough Council in a letter dated 1<sup>st</sup> September 2015. Warrington Borough Council would wish to introduce a footpath by widening the carriageway however the adopted highway land is insufficient to do so due to the private land ownership on both sides of the road. As this is not possible Warrington Borough Council are looking to add pedestrian carriageway markings within the red area to reiterate to drivers that this is designated for pedestrians.

The clerk has received a letter dated 26<sup>th</sup> August from Warrington Borough Council regarding the car parking on St Monica's Close. It stated that St Monica's Close is not included in the current programme of road improvement work but may be considered for next year's programme of work.

The clerk received an email dated 2<sup>nd</sup> September 2015 requesting a wire mesh across the drop into the overflow at Appleton Reservoir. The clerk has requested United Utilities to investigate the installation of this.

The clerk has received a complaint regarding the road surface of Dudlow Green Road in Appleton on 12<sup>th</sup> August. This has been reported to Warrington Borough Council for their attention and the repair work has since been completed.

The clerk has received a letter dated 27<sup>th</sup> June 2015 addressed to a local resident requesting a memorial to those who served at the air station in Stretton during the Second World War. The clerk confirmed that she had circulated a copy of this letter to the Parish Councillors for their attention and had sent the gentleman concerned an acknowledgement letter.

The clerk had received an email dated 22<sup>nd</sup> July 2015 from Warrington Borough Council regarding a revised draft Gambling Policy. The current Gambling Policy has been in place with Warrington Borough Council since 2013. The latest draft for 2016 - 2019 is the fourth revision to the policy, which has been prepared in accordance with the guidance issued by the Gambling Commission.

The August statement of Receipts and Payments for the Financial Year 2015/2016 were noted and the Members noted the Bank Statement as at 31<sup>st</sup> July and 28<sup>th</sup> August 2015;

**RESOLVED** that;

Payments were to be made in accordance with the payment schedules for July and August.

The reconciliation to the Bank Statements was undertaken by the Chairman.

#### **11. Annual return for financial year 2014/2015**

The clerk had received a letter dated 11<sup>th</sup> August 2015 from BDO, the External Auditor advising that the Audit has now been completed. The approved Annual Return was returned which included their report as follows;

On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The clerk confirmed that the notice of conclusion of audit had been displayed on the Parish Council noticeboard at Appleton Parish Council's office and a copy of this had been also displayed on the Parish Council's website.

**RESOLVED** that;

The Annual Return be approved and accepted by the Parish Council.

## **12. Committee meetings**

**RESOLVED** that;

The minutes from the Finance & General Purpose Committee on 7<sup>th</sup> September 2015 be approved.

The clerk was to investigate the costings for replacement chairs for the Parish Hall.

With regards to the PCSO funding arrangements, Mr P Walker stated that it seemed that the current agreement was going to be requested to be extended for one financial year as the future funding from the Home Office was unknown.

## **13. Standing Orders, Complaints procedure, Publication scheme and Grant Policy**

**RESOLVED** that:

- (a) The new Standing Orders were to be adopted.
- (b) The amended complaint procedure was to be adopted.
- (c) The amended publication scheme was to be adopted.
- (d) The grant policy and application form was to be adopted.
- (e) In the interests of best practice for transparency all the above documentation was to be published on the Parish Council's website.

## **14. Grant request**

The clerk has received a letter dated 27<sup>th</sup> July 2015 from Families United which are a Warrington charity which support families with sensory, physical and learning disabled children. One family resides in Appleton and the charity has provided a copy of their accounts for the year ending 31<sup>st</sup> March 2014, previously Appleton Parish Council has provided a grant of £250.00 on 17<sup>th</sup> April 2012.

**RESOLVED** that;

A grant of £250.00 could be awarded to Families United from grant allocation for 2015/2016.

## **15. Minutes of last meeting**

**RESOLVED** that;

The Minutes of the Parish Council's monthly meeting held on Tuesday 21<sup>st</sup> July 2015 (copies of which had been circulated to each Member) were approved and signed by the Chairman.

## **16. Matters Arising**

Dr B Axcell reported that Warrington Borough Council had commenced the review of speed limits for Appleton and the progress so far looked promising.



Ms J Wheeler asked the clerk to ask Warrington Borough Council for an update with regards to the 'Welcome to Appleton' sign to be installed on London Bridge.

## **17. Parish and Borough Councillors Reports**

Mrs J Walker commented on the present condition of Broomfield Leisure Centre. Mrs Walker had received complaints from residents regarding the cleanliness and bad condition of the leisure centre. The clerk was requested to draft a letter to LiveWire regarding the present condition of the leisure centre and to request details of any planned refurbishment work. The clerk was also requested to ask a representative from LiveWire to come to a Parish Council meeting.

Mrs V Davies stated that the wild flowers planted on Lumb Brook Road have now bloomed and do look good. Mrs V Davies stated that the next meeting of the Environmental Committee had been arranged for Thursday 24<sup>th</sup> September.

Mr B Smith reported that the next edition of the newsletter was due the middle of October. It was agreed that Mr P Walker would submit an article regarding the Neighbourhood Plan and Dr B Axcell would submit an article regarding the Boundary Review.

Dr B Axcell stated that he had recently attended a training course held by the Cheshire Association of Local Councils and thought that the course was very informative and that he would recommend the course.

## **18. Date and time of next meeting**

Monday 20<sup>th</sup> October 2015, 7.00pm Planning meeting followed by the monthly Parish Council meeting at 7.30pm at Appleton Parish Hall.