

LYMM PARISH COUNCIL

Clerk to the Council : Kerry Duffin

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Lymm Village Hall, Pepper Street, WA13 0JB



Minutes of the meeting of LYMM PARISH COUNCIL

Held on Tuesday 11th December 2018 at 7.30pm
in the Council Chambers, Village Hall, Pepper Street, Lymm.

Councillors:

- * Cllr A Fradgley (Chairman)
- * Cllr G Hawley (Deputy Chairman)
- * Cllr J Bamforth
- * Cllr R Barr
- Cllr K Buckley
- * Cllr A Carter
- * Cllr A Cooper
- Cllr G Gowland
- * Cllr J Griffiths
- * Cllr A Johnstone
- * Cllr I Marks
- * Cllr P Powell

* denotes attendance

Also attended: Kerry Duffin (Clerk)
Sarah Morgan (Deputy Clerk)

138. Apologies for Absence

Apologies were received from Cllrs Buckley and Gowland.

139. Code of Conduct – Declaration of Interests

Members were reminded of their responsibility to declare any personal interest or prejudicial interest that they may have had in any item of business on the agenda no later than when the item was reached.

140. Report from PCSOs

A report from the PCSOs was received with a note of an increase in break-ins to cars and properties. Speeding and parking continue to be the main complaints to the PCSO team.

Congratulations were given to PCSO Redshaw who has become a father.

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141. Public Open Forum

141.1. Bus routes – route 35 – public representations were made regarding the service to Broomedge and its reduction since the changes were made earlier in the year. Cllr Carter to be involved on behalf of Cllr Buckley with the public. A residents' group to be set up to work with Cheshire Cat now the 6 month review period is open. Data should be available (including on punctuality) and will be requested directly from the company followed up with a meeting with Mr Wakerley.

141.2. Trees at The Cross – the gravel that was at the base of the trees has washed away due to rainwater rushing down Rectory Lane. Gullies are blocked again and only cleared every 3 years, which is insufficient to maintain use. They need clearing on a more regular basis.

141.3. Thanks to the council and especially Cllr Marks for their work and commitment to open the Green Gym in Ridgeway Grundy Park.

141.4. Litter in the village. Agenda Item 10 was taken at this point. Litter is a form of anti-social behaviour and the source of the problem must be tackled. CCTV will help but there is a need now to: clarify the timescale; promote CCTV on signs around the village as a deterrent to littering; promote Lymm as a litter free zone; youth engagement group will add this to their agenda for the next meeting; continue with the Saturday morning litter picker; Sunday morning litter picker has just been appointed; PCSOs need to be involved in liaising with young people at The Cross.

141.5. Welcome to the new Deputy Clerk, Sarah Morgan.

141.6. Following on from the PCSO report regarding safety and speeding, it is a real issue in the village. Public reports should be made directly to the police so that TrueCam can be engaged. Lymm's cat, Daisy, sadly suffered at the wheels of a car, potentially speeding.

142. Minutes of the Previous Meeting

To approve the minutes of the meeting held on 13 November 2018

143. Actions from the Previous Meeting

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Agenda item	Action point	Lead	Resolved / Removed / Pending
120	Clerk to arrange confirmation of grant for Heritage Centre	Clerk	Resolved
121	Clerk to contact Ben Sherwood re: working with Cllrs Gowland and Carter in the new year to produce a Lymm leaflet.	Clerk	Pending
121.2.3	Contact WBC solicitors concerning the cross	Clerk	Pending
	Speak to the fishmonger	Cllr Powell	Resolved
127.4	Further investigation into a pitched rather than flat roof, lighting and evening locking are now being looked into.	Cllr Johnstone	Resolved
128	Compile consultation feedback and present alternative furniture options at the next meeting.	Deputy Clerk	Pending
129	Youth Engagement - Councillors to present relevant context and details to Full Council for the next meeting	Relevant councillors	Pending
131	Road closures are needed for Carols Round the Cross	Cllr Powell	Resolved
131	Invest in new decorations for the tree and hall.	Clerk	Resolved
131	Insurance for Carols around the Cross	Clerk	Resolved
133.2	Deputy Chair to attend NALC conference in future years	Clerk / Deputy Chair	Resolved
133.2	Clerk to book space on the next conference	Clerk	Resolved
133.6	Chair of Resources to become counter-signature from April	Clerk	Resolved

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133.6	Apply for a credit card for small expenditure items.	Clerk	Resolved
133.6	Check if councillors and clerk require DBS for financial regulations.	Clerk	Pending
134.3	Contracts for village hall hires to be updated.	Clerk / Deputy Clerk	Pending

- 144. Matters Arising not covered elsewhere on the agenda**
No further matters were raised.

145. Minutes of Committee Meetings

145.1. Planning Committee

145.1.1. The minutes of the meeting were proposed as accurate by Cllr Griffiths and seconded by Cllr Carter.

RESOLVED: The minutes of the meeting on 10th December were approved as accurate.

145.1.2. Cllr Griffiths provided updates on various planning applications including Poplar Park truck wash, Cherry Nurseries, Star Lane development and Lymm Hotel.

Cllr Marks also updated the group on the South Warrington Group and that the Local Plan is likely to go live in 2020. The Executive Board will meet on March 11th 2019. A briefing event for Local Councillors will be held on January 29th 2019 in Appleton.

145.2. Staffing Committee

145.2.1. The minutes of the meeting were proposed as accurate by Cllr Cooper and seconded by Cllr Hawley

145.2.2. An update from the Deputy Chair of the Staffing Committee was made including:

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- Terms of Reference of the Committee have been reviewed and updated, setting a cycle for reviewing posts, pay and policies
- The Environment Warden was reviewed and removed. Additional hours have been given to a current Environment Warden and will cover litter picking every second Sunday morning
- Time sheets and task sheets were reviewed
- Job Descriptions and roles and responsibilities of the Clerk and Deputy need clarifying and detailing. The current JDs are generic so need updating.

145.3. Resources Committee

145.3.1. The minutes of the meeting were proposed as accurate by Cllr Powell and seconded by Cllr Johnstone

145.3.2. Cllr Bamforth provided an update including:

- Projections for 2018-19 are more or less in line with forecasted figures
- Full proposed budget for 2019-20 will be presented at January's meeting. Budget has been hit by reduced council tax support of roughly £7,500. This will potentially lead to increases in council tax in 2019-20.
- Grants/funding has been confirmed for one year to:
 - 4 Lymm
 - Twin Towns
 - Dickensian
 - LYCA
 - Bridgwater Cruising – sponsorship
- Large projects for 2019-20 include toilets at Lymm Dam, May Queen Field entrance, CCTV so decisions will be needed as to which can be afforded in 2019-20 and which may need to be carried forward to future years.
- Cllr Fradgley thanks the Clerk for all her work to get the figures up to date.

145.4. Environment Committee

~~145.4.1. To approve the minutes of the Environment Working Group~~

145.4.2. No updates were reported.

146. Lymm Dam Toilet Update

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Roller barriers have been budgeted for as a deterrent to people climbing on the roof.

Updated costs:

Option 1 - Unit/Installation, Larch Cladding, Roof Roller Barriers Cost £15,700

Option 2 - Unit/Installation, Wood Panels, Roof Roller Barriers Cost £17,981

Option 2 was seen as the more robust and low maintenance option.

Ongoing Annual Cleaning/Maintenance Cost £6,132

Costs, potential grants and loan options to be discussed with WBC.
Further site visits to working units to take place.

147. Litter in the village

This item was dealt with in the Public Forum.

148. Precept, Audited Accounts and Budget Clarification

Clarification was given on the 2018-19 audited accounts. PKF Littlejohn audited the accounts and were completed on 25 September 2018. Two recommendations were made - to separate out the council tax grant and the precept in 2019-2020 accounts and to ensure the correct amendments are posted.

The council tax grant to the parish for 2019-20 will be reduced by a proposed £8,049 from 2018-19. The precept amount will therefore need to be adjusted accordingly potentially increasing the council tax bands for the parish. This will be confirmed in January 2019.

149. Chair's Communications

149.1. Oughtrington Community Centre Luncheon Club

Approval was sought to pay the invoice of £527.45 for the Xmas Luncheon. Proposed by Cllr Bamforth and Seconded by Cllr Carter.

RESOLVED: The invoice was approved for payment.

149.2. Tanyard Farm

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Discussion took place regarding Tanyard Farm, traffic and site clearance. Cllr Barr offered to follow this up at WBC.

149.3. Youth Engagement Issues

Cllr Cooper raised the discussion of social media and youth engagement which was raised as an action at the last meeting. The context of this needs to be discussed at a separate meeting. The issues of youth engagement can then be brought back for a full discussion at a future meeting. Further discussion moved to Part 2.

150. Clerk's Communications

150.1. Gratis room hire request – Poppy Appeal

The Poppy Appeal would like to hold a thank you for their 100 or so volunteers in the village hall and would like the room charges to be waived. Proposed by Cllr Bamforth and seconded by Cllr Powell.

RESOLVED: Provide free use of the village hall for the thank you event.

151. Reports from Outside Bodies

Councillors provided feedback from meetings that they have attended as representatives of the Parish Council.

Cllr Bamforth attended the Xmas lunch on 4 December 2018 at Oughtrington Community Centre and will attend Xmas lunch at LYCA on December 12th.

Cllrs Powell, Marks, Fradgley, Buckley will also be attending the LYCA Xmas lunch.

Cllr Cooper attended the Oughtrington Board meeting.

152. Schedule of Accounts

October 2018 and November 2018 accounts were tabled at the meeting.

October's accounts were proposed as accurate by Cllr Cooper and seconded by Cllr Barr

November's accounts were proposed as accurate by Cllr Bamforth and seconded by Cllr Powell

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RESOLVED: October and November's accounts were approved as accurate.

153. Date of Next Meeting

Confirmed as Tuesday 8th January 2019 at 7.30pm in the Council Chambers.

Planning Committee confirmed as Tuesday 8th January at 6.30pm in the Council Chambers.

Meeting closed at 9.12pm

Part 2

Meeting opened at 9.14pm

Youth Engagement and Social Media

Cllr Gowland was not present so there was a limit to the discussion that could take place at the meeting.

Cllr Bamforth apologised for how the conversation developed at the last meeting. He also raised the issue that when councillors make social media posts, it is unclear from the public's perspective whether they are posting as an individual or as a councillor and is sharing agreed council decisions. A Social Media Policy to be developed and all councillors to received Social Media training.

Meeting closed at 9.24pm

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New Actions December 2018

Agenda item	Action point	Lead	Chair's Notes
	Speed sign to be placed on Rectory Lane, if speed limits and road configuration allows	Deputy Clerk	
	Work with public to review bus services to Broomedge, including 1) gathering data 2) using the public voice and action group and 3) communicating with Ben Wakerley	Cllr Carter	
	Loan options from WBC for large projects	Cllr Marks	
	Visits to toilet units to take place to verify robustness	Cllrs Marks and Johnstone, and others where possible	
	Resolve blocked gullies on Rectory Lane – follow up	Cllr Fradgley	
	Research litter projects and funding sources	Deputy Clerk	
	Research litter community pay back schemes	Cllr Barr	
	Liaise with inspector re setting targets / priorities for PCSOs for a regular 6-10pm support	Cllrs Bamforth and Carter	
	Speak to CEO of WBC re: Tanyard Farm	Cllr Barr	
	Inform Wendy Booth of free use of hall for Poppy Appeal	Clerk	
	Youth engagement – meeting / context of situation and clarity going forwards	Chair/Clerk/Relevant Councillors	
	Arrange social media training - all councillors	Clerk	