

LYMM PARISH COUNCIL

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
Email: clerk@lymmparishcouncil.gov.uk
Address: The Village Hall, Pepper Street
Lymm, WA13 0JB



Minutes of the meeting of LYMM PARISH COUNCIL

**Held on Tuesday 12th February 2019 at 7.30pm
in the Council Chambers, Village Hall, Pepper Street, Lymm.**

Councillors:

- * Cllr A Fradgley (Chair)
- * Cllr G Hawley (Deputy Chair)
- * 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 in attendance: Kerry Duffin (Clerk)
Sarah Morgan (Deputy Clerk)

175. Apologies for Absence
Apologies were received from Cllr Gowland.

176. 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.

177. Public Open Forum
177.1. Burglary at Elma's. The recent burglary was raised and the lack of CCTV in the village to cover the scene and the perpetrators. CCTV was covered as an item later in the meeting. A member of the public raised a concern that people are not feeling safe in the village at night. There was a request to move the benches from Sainsburys entrance to another location. Shoppers are

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being intimidated and the positive reputation of the village is at risk of deteriorating. The Council will look at these issues outside the meeting.

The traders are picking up their regular meetings and will involve Cllr Carter from the Parish Council.

178. Report from PCSOs

PCSO Redshaw updated those present. PCSOs have seen an improvement in litter in the village. The three-shift pattern does not allow for presence in the village every Friday and Saturday evening.

The issue of crime and the reporting of crime was discussed – all need reporting to the police and not just to social media. The police need the data from residents and traders to be able to effect changes and plan work patterns.

An update was given by on CCTV in the village. Work will commence within the next month. A map of the cameras and their range was shown and discussed. The new system will allow up to 12 cameras so options exist to upgrade to other areas in the future. The number, location and spec of cameras will be reviewed.

PCSO Redshaw shared that the PCSOs will revive PubWatch.

179. Item 14 – Speed Indicator Device (SID) stand – was discussed at this point

SID stand options were shared and PCSO Redshaw recommended the yellow option. Lymm Parish Council to purchase the yellow SID stand. It was clarified that the SID can be used in 20mph zones as well as 30mph and upwards.

Proposed: Cllr Cooper

Seconded: Cllr Bamforth

Resolved: **Lymm Parish Council to purchase the yellow SID stand and make a plan with the PCSOs to place it and relocate it.**

180. Item 10 was received at this point - Neighbourhood Plan Presentation

Jonathan Foreman attended and presented to the group. The Heritage and Character Report has been published and is available on www.lymmplan.org

Two further pieces of work are to come on 1) Housing Needs and 2) Design Codes. The council thanked Jonathan for all of his continued hard work.

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The Local Plan exec board is meeting in March 2019 with an 8-week consultation period for the public and 10 weeks for Parish Councillors.

181. Item 11 was dealt with at this point - Carbon Literacy Training

Resident Zoe Cohen attended the meeting. All councillors agreed to Zoe using the annexe or the hall for up to 2 sessions for local training as well as councillors sharing and possibly attending a session.

Proposed: Cllr Barr
Seconded: Cllr Buckley

Resolved: Zoe Cohen to be given free use of the village hall facilities for up to 2 training sessions. All councillors were in agreement.

182. Item 20 - Sandy Lane Sports Field – was taken at this point

Representation was made from Lymm AFC.

Cllr Carter declared an interest in the agenda item.

All in agreement that architects will draft the application for a new community space on Sandy Lane including changing areas, send to Clerk to circulate for Councillor approval at which point Lymm Parish Council will submit the application.

Proposed: Cllr Bamforth
Seconded: Cllr Powell

Resolved: Lymm Parish Council will submit the planning application on behalf of Lymm AFC. All councillors were in agreement.

Warrington Borough Council's list of green areas in Lymm was looked at. Deputy Clerk to work with Cllrs Carter and Buckley to move forwards, asking for an extension to the deadline for responses.

183. Minutes of the Previous Meeting

The minutes of the meeting held on 8 January 2019 were approved as accurate.

Proposed: Cllr Powell
Seconded: Cllr Buckley

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RESOLVED: The minutes were approved as accurate. All councillors were in agreement.

184. Actions from the Previous Meeting

Agenda item	Action point	Lead	Resolved / Removed / Pending
156	PCSOs to use the same template and provide 1 report from February	Clerk to check	Resolved
	PCSOs to add Cyril Bell Close to their rounds -	Clerk to check	Resolved
156	Costs for stand for new LPC SID to be brought to Feb meeting	Clerk	On February agenda – discussed later in the meeting
157.2	Benches on Lymm Dam to be replaced – possibility of two memorial requests to replace them	Cllr Marks and Clerk	Resolved and Removed Actioned
160	Contact English Heritage re. development of The Cross area	Cllr Barr	Resolved and Removed Cllr Barr to bring a proposal to the next meeting
160	Share the briefing information for the S Warrington Planning session Tuesday 29th January at 7.30pm	Cllr Marks	Resolved and Removed
162	Arrange a meeting with Cllr Tony Higgins and Dave Cotterill, WBC re. toilets and costs	Cllrs Marks, Johnstone and the Clerk	Removed Meeting taking place in February
163	May Queen Field – follow up email to Dave Regan re	Cllrs Buckley and Hawley	On agenda – discussed later in the meeting

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	planning approval, timescales etc		
167	Working group for parish events to be set up including looking at health and safety, first aid and volunteers	Cllrs Barr, Carter and the Clerk	Resolved and Removed First meeting taken place and will bring findings to future meeting
168	Contact Neil Drinkwater to complete the WW1 memorial	Clerk	Resolved and Removed Work will take place in spring
141.6	Speed sign to be placed on Rectory Lane, if speed limits and road configuration allows	Deputy Clerk	Resolved and Removed Stand identified and will be purchased.
141.2	Resolve blocked gullies on Rectory Lane – follow up	Cllr Fradgley	Resolved and Removed
141.4	Research litter projects and funding sources	Deputy Clerk	Resolved and Removed Taken to Enviro Working Group
141.4	Research litter community pay back schemes	Cllr Barr	Resolved and Removed Taken to Enviro Working Group
149.3	Youth engagement – meeting / context of situation and clarity going forwards	Chair/Clerk/Relevant Councillors	PENDING 1) Cllr Gowland to suggest a plan going forwards considering the initial ASB has stopped and LYCA is picking up delivery of certain activities. Cllr Cooper reminded the council that young people issues can be

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			<p>seasonal so a summer plan will be important.</p> <p>2) Social Media Policy and Training</p> <p>Policy to be revisited at the Staffing Committee in March and ratified at the April meeting</p>
149.3	Arrange social media training - all councillors	Clerk	<p>RESOLVED</p> <p>Taken to staffing committee</p>

185. Matters Arising not covered elsewhere on the agenda
 No further matters arising.

186. Minutes of Committee Meetings

186.1. Planning Committee

Proposed: Cllr Cooper
 Seconded: Cllr Johnson

RESOLVED: The minutes of the meeting on 8th January 2019 were approved as accurate.

186.2. Update on Planning Committee was given including regarding Pool Lane, the new chip shop in Lymm, May Queen Field, Lymm High, Caddicks, Poplar Park and Tanyard Farm.

186.3. Staffing Committee

- 186.3.1. No Staffing Committee meeting has taken place. The next meeting is on March 13th from 1-3pm.
- 186.3.2. No update was made.

186.4. Resources Committee

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186.4.1. No Resources Committee meeting has taken place. The next meeting is on March 14th from 12.30-3pm.

186.4.2. No update was made.

186.5. **Environment Committee**

186.5.1. There are no working group or committee minutes to approve this meeting. The next meetings are on March 20th from 7.30pm

186.5.2. An update was made the Chair of the Committee. A small group will look at signs and assets, the Heritage Centre now has a brown sign in the village, the heritage panels are progressing. The council was reminded that the Committee has the approval to agree up to £300 expenditure for 5 projects per year. The 2019-10 budget will be reviewed in the next committee meeting.

187. **Police Liaison**

187.1. Recent meeting with Neil Drum, Inspector, was informative and challenging. Warrington has a new Chief Inspector. PCSO Redshaw will make a presentation to the Full Council in March.

Proposed: Cllr Bamforth

Seconded: Cllr Carter

Resolved: Payment of quarter 3 invoice from Cheshire Constabulary was approved for payment.

188. **Neighbourhood Plan**

This item was covered earlier in the meeting.

189. **Carbon Literacy Training**

This item was covered earlier in the meeting.

190. **Buses**

The local resident group has been met and councillors have spoken to Steven Broomhead, Warrington Borough Council CEO and is meeting Ben Wakerley later in the month.

191. **May Queen Field**

The public consultation was held in the village hall. The planning application that has been submitted by Warrington Borough Council is incorrect and needs updating. Another consultation will be needed.

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- 192. Speed Indication Device (SID) stand**
Item was covered in the public forum.

193. Village Hall Updates

The emergency lighting, fire alarm and call points are now up to date and a clear system is in operation for testing emergency lights, call points and alarm. The full 5-year electrical inspection has been carried out and an invoice will follow.

Resolved: **Event Plan for the village hall was approved**
 Safeguard payment was approved for payment
 Fire Queen invoice was approved for payment
 British Gas annual care plan was approved for payment

The Clerk and Deputy Clerk were thanked for all of their hard work getting the village hall up to date.

194. Warrington CAB

Both Cllrs Buckley and Marks declared interests in CAB as they are both trustees. The CAB is working and running well and want to develop an outreach strand in Lymm. They will approach the Parish Council for some future funding.

195. Hymns Around the Cross

Rev Beverley Jameson is running an event on Good Friday at The Cross with hymns and prayers. Lymm Parish Council has been supporting with risk assessments and paperwork.

196. Sunken Gardens / Dam Planter

The groups was reminded that the request for additional drainage at the sunken garden is from Warrington Borough Council. Lymm Parish Council has requested a further terrace for safety. Warrington Borough Council is being chased regularly for the work to be completed. The lower dam planter is being attended to at the same time. Borough councillor support will be provided to support the work taking place. Cllr Powell to forward emails to Cllr Fradgley for follow up.

197. Marketing costs

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Budgets have been set therefore an increased rate from Gary Skentlebury could not be agreed at this time. Increases will be looked at when budgets are set in Autumn.

198. Playing Field Consultation

This item was covered earlier in the meeting.

199. Chair's Communications

199.1. Manchester Airport Meeting

Lots of community links came from a meeting with airport Community Liaison Wendy Sinfield and will be directed to the headteachers as well as following up other ways of supporting Lymm village and Manchester Airport.

199.2. Clerk's Hours

A request for an increase of hours from 20 to 30 until the staffing committee in March. Cllrs added that any discussions of hours and staffing needs to take into account the areas of work which are new and additional to the previous clerk role and responsibilities. Councillors thanked the Clerk for all her work.

Proposed: Cllr Powell

Seconded: Cllr Barr

Resolved: Clerk to be paid for 30 hours each week until the staffing committee

199.3. Library Office Update

Discussion of security and safe working practice in the library with increase in users.

Proposed: Cllr Buckley

Seconded: Cllr Johnstone

Resolved: Lanyards, ID badges and name plates to be ordered.

200. Clerk's Communications

200.1. Library office update

Meeting with Livewire, Library Manager and Sanctuary Hub and is moving forwards. Clerk will continue to liaise with Livewire regarding the terms and potentially moving the office space back to the village hall. Monthly meetings will take place until the Sanctuary Business Hub is up and running and the library is financially secure.

200.2. Vodafone Update

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Increased WIFI costs have been charged due to exceeding wifi limits. A new provider will be sourced when the contract is coming to an end.

200.3. Allotments Update

New system and procedures are needed. Allotments Councillor and Clerk will address this at a separate meeting and bring the new plan to full council.

201. Reports from Outside Bodies

Cllrs Buckley, Bamforth and Griffiths attended the May Queen Field Consultation.

Cllr Bamforth raised Tanyard Farm development as a possibility for Sheila Woodyatt and will bring some information to another meeting.

Cllr Barr attended the spring NALC conference and will bring a full report to a subsequent meeting.

Cllr Fradgley attended a Cancer Research AGM.

202. Schedule of Accounts

January 2019 accounts were circulated in advance of the meeting.

January's accounts were proposed as accurate by Cllr Hawley and seconded by Cllr Powell. All were in agreement.

RESOLVED: January's accounts were approved as accurate.

203. Date of Next Meeting

Confirmed as Tuesday 12th March 2019 at 7.30pm in the Council Chambers.

Planning Committee confirmed as Tuesday 12th March 2019 at 6.30pm in the Council Chambers.

Meeting closed at 9.55pm

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New Actions February 2019

<i>Agenda item</i>	<i>Action point</i>	<i>Lead</i>	<i>Chair's Notes</i>
179	Cllrs to discuss village social issues following Elma's burglary	Chair	
179	CCTV cameras and locations to be reviewed	Cllr Carter	
179	Purchase SID stand and locate with PCSO involvement	Clerk	
181	Arrange room booking for Carbon Literacy training	Clerk	
182	Respond to Playing Field Strategy / Extend deadline	Cllrs Carter & Buckley / Deputy Clerk	
194	Forward previous emails to Cllr Powell's new email address	Clerk	
195	Liaise with Gary Skentlebury regarding marketing costs and deadlines	Clerk	
196	Order lanyards, ID badges etc	Clerk	
197.3	Allotment update meeting and plan for 2019-20	Cllr Hawley / Clerk	

DRAFT MINUTES