

## 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 Full Council meeting of LYMM PARISH COUNCIL

**Held on Tuesday 11<sup>th</sup> June 2019 at 7.30pm  
in the Council Chambers, Village Hall, Pepper Street, Lymm.**

Councillors:

- \* Cllr G Hawley (Chair)
- \* Cllr B Barr (Deputy Chair)
- Cllr J Bamforth
- \* Cllr K Buckley
- \* Cllr A Carter
- Cllr A Cooper
- \* Cllr G Gowland
- \* Cllr J Griffiths
- \* Cllr A Johnstone
- \* Cllr I Marks
- Cllr P Powell
- Cllr A Fradgley
- \* denotes attendance

Also in attendance: Kerry Duffin (Clerk)

#### **50. Welcome, Introductions and Housekeeping**

Cllr Geoff Hawley opened the meeting at 7.30pm.

#### **51. To Receive and Accept Apologies for Absence**

Apologies were received and accepted from Cllrs Powell, Fradgley, Cooper and Bamforth.

#### **52. Code of Conduct – Declaration of Interests**

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

Cllrs Johnstone and Marks declared a non-pecuniary interest in agenda item 15 – Lymm Festival Sponsorship and Cllr Buckley declared a non-pecuniary interest in May Queen Festival.

#### **53. Public Open Forum**

53.1. Ben Selwood mentioned that Lymm in Bloom judging will take place on July 16th 2019.

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The Public Open Forum closed at 7.40pm.

### 54. Report from PCSOs

PCSO Daren Dennis and Phil Redshaw sent their apologies as neither was on shift for the evening's meeting. Their report was submitted in advance along with the statistics for the month:

- 6 x Theft from Motor Vehicle
- 9 x Burglaries
- 11 x Thefts or Shoplifting (including drive off offences)
- 12 x Road Traffic CS (minus motorway)
- 5 x Criminal Damage

The Clerk raised the damage to the new mobile Speed Indicator Device when it was situated on Rushgreen Road/New Road. The police crime number has been received and the insurers contacted. Warrington Borough Council to be contacted with regard to attaching the device to a lamppost. The fire at Lymm High, break ins to sheds and outbuildings were also noted.

### 55. Presentation from HS2

A presentation from Allison Blakeway, Engagement Manager and Muhammad Gous, Engagement Advisor, North West Region HS2. Maps with the area as well as the potential new two spurs for junctions to connect to the Northern Powerhouse Rail system. This consultation period runs until 6 September 2019.

Questions from the Council to be forwarded to Allison for follow up.  
A session in the village hall to be planned for July, part presentation, part 1-1s.

### 56. Minutes of the Previous Meeting

Proposed: Cllr Carter  
Seconded: Cllr Buckley

**RESOLVED:** The minutes from the meeting on 14<sup>th</sup> May 2019 were approved as accurate. All councillors present at the 11<sup>th</sup> June meeting who were present were in agreement.

### 57. Actions from the Previous Meeting

<i>Agenda item</i>	<i>Action point</i>	<i>Lead</i>	<i>Chair's Notes</i>

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25	Arrange for follow up to emergency declaration with Council and public	Clerk	COMPLETED AND REMOVED Cllr Barr, the Clerk and three members of the public met to take the issue forwards in 4 areas. The motion to be taken to the Environment Working Group next.
39	Contact Lymm High re: successful grant application	Clerk	COMPLETED AND REMOVED
41	Village hall roof – source 3 quotes and action the repairs	Clerk	Pending
43	The Look of Lymm follow up	Clerk and Cllr Marks	Pending
45.1	Contact Business Hub re: Signage approval	Clerk	COMPLETED AND REMOVED
45.2	Contact Peel Holdings re fly tipping issue  Contact Warrington Borough Council	Clerk  Cllr Barr	COMPLETED AND REMOVED Pending reply from Peel. COMPLETED AND REMOVED

### 58. Minutes of Committee Meetings

#### 58.1. Planning Committee

58.1.1. Minutes from the meetings on May 14<sup>th</sup> and June 4<sup>th</sup> 2019

Proposed: Cllr Griffiths Seconded: Cllr Johnstone

**RESOLVED: The minutes of the meeting on May 14<sup>th</sup> and June 4<sup>th</sup> 2019 were approved as accurate.**

58.1.2. Update on Planning Committee was given for both meetings.

#### 58.2. Staffing Committee

58.2.1. The minutes from the Staffing Committee meeting held on May 28<sup>th</sup> 2019 were **RESOLVED** as accurate

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58.2.2. Council received a Staffing Committee update including the interview for the Assistant Clerk will take place on June 24<sup>th</sup>, with over 15 applications being received. The deadline for the keyholder has been extended. Discussion took place regarding alternative systems for the village hall which may alter the keyholder position, such as the introduction of a system like the Youth and Community Centre's.

### 58.3. **Resources Committee update**

The Committee met earlier that afternoon, with discussion regarding the internal audit taking place, noting changes following AGAR (Annual Governance and Accountability Return) and tighter restrictions.

Licensing of the village hall was discussed with the need for a clear answer from Warrington regarding the selling and serving of alcohol to non-Parish Council and Parish Council events.

### 58.4. **Environment Committee update**

No update was made. The next meeting is planned for June 18<sup>th</sup> 2019.

## 59. **Dog Waste Bins Presentation – deferred to future meeting**

### 60. **Lymm Parish Council website**

The Parish Council received an update on the issues with slow updates and mistakes. Cllr Carter and the Clerk will meet and have a look at ways of moving forwards.

### 61. **Buses Update**

A recent meeting chaired by Cathy Mitchell, Deputy Leader of Warrington Borough Council, was positive, looking at potential changes to routes and timings to allow travel to be made easier.

### 62. **Lymm Parish Council Local Plan Update**

The Chair thanked Cllr Marks for all his input into the response. No amendments were suggested so the response can be submitted.

### 63. **Front Row Events Support**

It was agreed to support four future young person focused events by £50 per event for 4 events as a start-up subsidy was **RESOLVED**, proposed by Cllr Carter and seconded by Cllr Gowland.

### 64. **Lymm Festival Sponsorship**

A request for £1000 sponsorship was **RESOLVED**, proposed by Cllr Buckley and seconded by Cllr Griffiths. All present were in favour.

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### 65. Electric Car Charge Points

The Local Transport Plan is currently dealing with transportation issues and has made recommendations for Warrington Borough Council to install points across the borough. Clerk to contact Warrington to put Lymm forward as a location.

### 66. Minerva – Request for Support

A discussion of the outlined project took place and it was **RESOLVED** that support is given in principle however there are no funds available at present to financially support this project. The clerk is to write to Minerva. All were in favour.

### 67. Elms Farm Tree

Insufficient quotes had arrived in time to discuss this agenda item and a decision be made. Carry forward to next agenda.

### 68. Chair's Communications

68.1. Section 106 funding was considered and how future section 106 funding will be allocated across the parish. Cllr Buckley to raise this question as a Borough Councillor and to ascertain how Lymm Parish can support future decisions.

68.2. Double yellow lines – a copy of the Warrington Borough Council communication for double yellow lines highlighted that areas that will be addressed in Lymm in this financial year. Concerns were raised regarding Whitbarrow Road and the demolition of Lymm Hotel starting this summer. Borough Councillors and the Clerk are to write to Warrington Borough Council raising concerns.

68.3. Sue Williams MBE honours – congratulations letter to be sent from the Chair on behalf of the Parish Council.

### 69. Clerk's Communications

Cllr Carter asked for clarification that the invoice to Sharper PCs included the hire of a cable and not the purchase of it.

**RESOLVED: The following payments were approved, proposed and seconded by Cllrs Griffiths and Barr**

#### 69.1. Approval of Payment of Invoices

69.1.1. Heatley Accounting Services – May Invoice	£600
69.1.2. SAGE – upgrade to two users	£124.72 + VAT

**RESOLVED: The following payments were approved, proposed and seconded by Cllrs Hawley and Marks**

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### 69.2. Notice of Payment of Invoices

- |  |               |
|--|---------------|
| 69.2.1. Paperstone – printer toner, 12 litter pickers for KLK<br>Lanyards and badges for councillors | £209.43 + VAT |
| 69.2.2. Handyman Services – bus stop repairs   | £85           |
| 69.2.3. Handyman Services – asset register – April 2019  | £80           |
| 69.2.4. Aspire – computer network solution   | £60 + VAT     |
| 69.2.5. Terrain – annual Health and Safety checks  | £400 + VAT    |
| 69.2.6. WBC – job advert   | £75 + VAT     |
| 69.2.7. Cheshire Community Action - membership   | £100          |
| 69.2.8. Sharper PCs – Business Watch prep  | £27.50        |
- 69.3. Review current asset register – to be completed at the next meeting
- 69.4. Update on SID damage on Rushgreen Road – this was covered in the PCSO update
- 69.5. The Annual Governance Statement could not be approved as it had not yet been received from the Internal Auditors. It will be taken to the next Resources Committee and brought to the next Full Council meeting.

### 70. Reports from Outside Bodies

- 70.1. Lymm Youth and Community Association  
An update was given on a grant used to improve the efficiency of the centre.
- 70.2. Oughtrington CCA Management Board  
No update was made.
- 70.3. PCSO/Police  
Cllrs Bamforth and Johnstone will attend the meeting on June 12<sup>th</sup> with Neil Drum, Warrington LPU, Inspector to discuss the terms of the SLA for the Parish Council funded PCSO post.
- 70.4. South Warrington Parishes Working Partnership  
The group is working very well with cler benefits to working across parishes. The future of the group will be explored once the Local Plan has been approved.
- 70.5. Manchester Airport  
Nothing major to report. The changes to Terminal 2 are moving fast.
- 70.6. Neighbourhood Planning Working Group  
The plan is progressing well. The Chairman, Jonathan Foreman, will be presenting at the September Parish Council meeting.

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- 70.7. Business Watch  
The group is making progress.
- 70.8. Neighbourhood Watch  
The Community Safety event held on June 8<sup>th</sup> was the first step for this scheme. It was poorly attended due to the inclement weather however was a worthwhile event.

### **71. Schedule of Accounts**

May 2019 accounts were shown on screen at the meeting. No comments or questions were raised. The bank balance was checked with the Schedule of Accounts by the Chairman and was accepted as matching. Schedule of accounts were proposed as accurate and all were in agreement.

**RESOLVED: May accounts were approved as accurate.**

### **72. Date of Next Meeting**

The next Full Council meeting will take place on July 9<sup>th</sup> 2019 at 7.30pm in the Council Chambers.

The next Planning Committee meeting will take place on June 25<sup>th</sup> 2019 at 6.30pm in the Village Hall.

**Meeting closed at 10pm**

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### New Actions June 2019

<b>Agenda item</b>	<b>Action point</b>	<b>Lead</b>	<b>Chair's Notes</b>
54	Contact Warrington Borough Council re: SID stand on a lamppost	Clerk	
55	Set a date for a community event in the village hall  Forward questions for HS2 to the Clerk to send to HS2	Clerk  Councillors	
60	Meet to look at the website and ways of moving forward	Cllr Carter and Clerk	
62	Submit Parish Council response to Local Plan before the June deadline	Clerk	
64	Arrange for payment and paperwork for sponsorship to Lymm Festival	Clerk	
65	Contact Warrington putting Lymm forward for electric car charge points	Clerk	
66	Write to MINERVA with a letter of support for their project	Clerk	
68.1	Contact Warrington Borough about section 106 funding and how the Parish Council can influence any decisions	Cllr Buckley	
68.2	Contact Warrington Borough about double yellow lines on Whitbarrow Road and ascertain the plan for the demolition of Lymm Hotel	Borough Cllrs and Clerk	