

LYMM PARISH COUNCIL

Clerk to the Council: Kerry Duffin
Telephone: 07741 877870
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Address: The Village Hall, Pepper Street
Lymm, WA13 0JB



Minutes of the Full Council meeting of LYMM PARISH COUNCIL

**Held on Tuesday 10th September 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)
Robert Tucker (Assistant Clerk)

93. Welcome, Introductions and Housekeeping

Cllr Geoff Hawley opened the meeting at 7.30pm.

94. To Receive and Accept Apologies for Absence

Apologies were received and accepted from Cllrs Powell and Griffiths.

95. 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.

96. Report from PCSOs

This item was moved up the agenda as PCSO Phil Redshaw was in attendance but needed to leave in order to attend another meeting. PCSO Redshaw gave a verbal update on the July and August reports. Many questions were posed to PCSO Redshaw including regarding anti-social behaviour incidents, CCTV having a positive impact on crime, speeding (the speed van on Rushgreen Road and setting up a speedwatch scheme including training a group of volunteers and future use of the data) and members of the

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public reporting incidents. Tanyard Farm was discussed in relation to criminal activity. A member of the public thanked the PCSO for dealing with an incident during the summer.

97. Public Open Forum

97.1. Julie Cook attended in regard to Dog Poo Bins and is gifting two to the Parish Council and two to Oughtrington Primary School. Cllr Buckley will discuss the details with Julie and bring a proposal for locations, future potential costs and an emptying proposition to the next meeting.

98. Item 10 on the agenda was received at this point – Neighbourhood Plan update

The Chair of the Neighbourhood Plan Working Group presented to Council. The Neighbourhood Plan provides the evidence base for future development in Lymm and includes properties, transport, green spaces, pollution, sport and leisure. All updated reports and press releases can be found on <https://www.lymmplan.org/>

Council thanked the Working Group Chair for all the continued efforts of Chairman in particular and the group as a whole.

99. Minutes of the Previous Meeting

Proposed: Cllr Fradgley
Seconded: Cllr Buckley

RESOLVED: The minutes from the meeting on 10th September 2019 were approved as accurate. All councillors present at the September meeting who were present were in agreement.

100. Actions from the Previous Meeting

Agenda item	Action point	Lead	Chair's Notes
41	Village hall roof – source 3 quotes and action the repairs	Clerk	PENDING
45.2	Contact Peel Holdings re fly tipping issue	Clerk	COMPLETED AND REMOVED Pending reply from Peel.
76.1	Chase green sticker, Lower Dam planter and painting of Lower Dam railings	Clerk	COMPLETED AND REMOVED
76.2	Grass verges – check frequency of mowing with WBC	Clerk	COMPLETED AND REMOVED

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77	Follow up double yellow lines on Whitbarrow Road with WBC	Clerk	COMPLETED AND REMOVED
80.2.2	Source and cost new access system to the village hall	Cllr Griffiths / Clerk	COMPLETED AND REMOVED
80.2.3	New mobile phone and contracts for the new Assistant Clerk and the Environment Officer	Clerk	COMPLETED AND REMOVED
80.3.2	Pursue licensing issues for the village hall	Cllr Gowland	COMPLETED AND REMOVED Clerk and team need to ensure that hirers contact WBC to check need for licence and to clarify with LPC that there is sufficient remaining annual licences for the year.
80.4.4	Arrange for an energy audit of the village hall	Clerk	PENDING Audit document has been received and the audit will take place in September.
80.4.4	Arrange for a full structural survey of the village hall roof	Clerk	PENDING Survey has taken place and awaiting written report.
83	Tree replacement at Elms Farm Allotment – contact Tree Officer about suitable replacements and timing of replacing current tree	Clerk	PENDING
84	Arrange a meeting with WBC officers for the remaining festivals of 2019 and for improvements to the communication and procedures for 2020	Clerk	COMPLETED AND REMOVED Meeting took place earlier in the day. Groups reiterated the slow reply from Warrington Borough Council regarding approving forms and documents for events, despite them being sent months in advance. Positive steps have been made going forwards. RESOLVED Tony Bone to be written to regarding being co-opted onto the Council in

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			order to become an approved festival organiser for the Remembrance Service. Cllr Barr to draft an email to Clerk
85	Look of Lymm – arrange for the relevant work to be carried out by LPC Environment Team Purchase a pressure washer for sign cleaning Contact Risley Forge re: ironworks repair / improvement at Limefield Avenue	Clerk Clerk Clerk	COMPLETED AND REMOVED Environment Team felt this was not necessary. COMPLETED AND REMOVED Appears later on agenda
86	Operation London Bridge – arrange a plan for Lymm	Cllr Hawley	REMOVED Clerk to ensure a plan exists for the future
87	Arrange for May Queen Grant acceptance documents and payment	Clerk	COMPLETED AND REMOVED
88	Contact Playmobility on the outcome of their grant application	Clerk	COMPLETED AND REMOVED
89.2	VE Day 75 th commemoration - planning sub-group	Cllr Hawley	CARRY FORWARD

101. Minutes of Committee Meetings

101.1. Planning Committee

101.1.1. **RESOLVED:** The minutes from the meetings held on July 16th, August 6th and August 27th 2019 were approved as accurate.

Proposed: Cllr Gowland

Seconded: Cllr Fradgley

101.1.2. Update on Planning Committee was given including enforcement issues at Tanyard Farm, Pool Lane which was rejected due to badger activity. Stobarts application is pending consideration by the Ministry of Housing, Communities and Local Government.

101.1.3. Two Neighbourhood Plans were noted from Newhall and Peover.

101.2. Staffing Committee

101.2.1. Council received a Staffing Committee update including the appraisals of staff currently underway.

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101.2.2. Interviews for the village hall keyholder will take place on the 16th. A discussion took place regarding the merits of a person and an updated door system. A physical postholder is still necessary for the security of the hall.

101.2.3. It was **RESOLVED** that an additional 4 hours a week for 8 weeks were approved for the Assistant Clerk to undertake SAGE training.

101.3. **Resources Committee update**

101.3.1. The Committee met earlier the same day. A brief update included approval of £3k for LYCA, £1k for the Business Hub as a start-up business, roof repairs have been agreed.

The budget for 2020-21 needs to be submitted to Full Council in November. The next Committee meeting date was moved from 10am on 11 November 2019 to 5pm.

101.4. **Environment Committee update**

101.4.1. The Environment Working Group will be meeting on September 25th.

102. **Schedule of Accounts**

The schedule of accounts for June, July and August were approved, proposed by Cllr Cooper and seconded by Cllr Buckley.

103. **Village Hall Locking System**

A single quote was presented to the council. It was agreed for the Clerk to obtain two further quotes. It was **RESOLVED** to have a three-month trial period for the new appointments to allow for further quotes for the security system at the hall. Proposed by Cllr Gowland and seconded by Cllr Johnstone.

104. **Lymm Dam Briefing Note**

A briefing note from Warrington Borough Council was tabled following the incident at Whaley Bridge Dam. Clerk to follow up a regular Dam report from United Utilities.

105. **Lymm Dam Toilets**

The planning application for the new toilets at Lymm Dam was refused by the Conservation Officer at Warrington Borough Council. Lymm Parish Council is currently waiting for planning permission following a redesign of the cladding and a resubmission of a planning application.

106. **Lymm Dam Crossing**

There was agreement that a crossing at the Dam would be beneficial. Clerk is to contact Warrington Borough Council and obtain the relevant reports and enquire as to when the crossing will be completed.

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107. Traffic in Lymm

This issue was dealt with in the public forum.

108. Sandy Lane Phone Box

The phone box library on Sandy Lane was set alight during the summer. A community crowdfund campaign has raised in excess of £800 towards its replacement. Clerk to arrange for a check for damage to the base. More detailed costs for replacement to be tabled at October's meeting.

109. WW1 Memorial – Limefield Avenue

The concrete base has now been set in place and is secure. Clerk to contact the ironwork installer and request that the works is completed as initially requested.

110. NALC Conference

It was agreed that a Councillor will attend in 2020.

111. SLCC Cheshire – Clerk Training Course

It was **RESOLVED** that the Clerk will attend the course at a cost of £30.

112. Warrington Borough Council – Traffic Updates

Traffic updates were tabled including the addition of double yellow lines on Whitbarrow Road. The cobbles on Pepper Street are in need of repair. Clerk to contact Warrington Borough Council regarding repairing them and taking into consideration the heritage value of the cobbles.

113. May Queen Field access

Lymm Parish Council has been contacted by a resident raising concerns about the state of the entrance to the field off Pepper Street. The road has badly eroded and the stones are damaging and dangerous. Cllr Buckley to draft a letter for the Clerk to send to Warrington Borough Council. Cllr Gowland to forward COGS contact details to Clerk to ascertain who owns the road.

114. Chair's Communications

114.1. Trees in Lymm

An email from Warrington Borough Council's Tree Officer, explaining the situation with trees and how decisions are made regarding felling and tree preservation orders (TPOs) was tabled. It was **RESOLVED** to ask Neighbourhood Plan Working Group to consider replacement and removals in Lymm as part of the report.

114.2. Stocks at the Cross

Stocks are loose and need repairing. Clerk to ask Environment Team to list a set of options and costs for the next meeting.

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115. Clerk's Communications

Finance – A document listing all payments was circulated at the meeting

115.1. **Approval of Payment of Invoices**

115.2. **Notice of Payment of Invoices**

RESOLVED: That all invoices and payments were approved, proposed by Cllr Fradgley and seconded by Cllr Hawley.

Village Hall

115.3. **Wedding Fair update**

The event will take place on September 14th from 11-3pm. The poster was designed by a local business and the stalls have been filled with local suppliers.

116. Reports from Outside Bodies

116.1. Lymm Youth and Community Association

A recent young people's event was a huge success. Three more are planned for the autumn.

116.2. Oughtlington CCA Management Board

Cllr Cooper attended the latest meeting.

116.3. PCSO/Police

Cllr Bamforth met PCSO Redshaw in advance of the Council meeting.

116.4. South Warrington Parishes Working Partnership

116.5. Manchester Airport

Councillors Fradgley and Griffiths attended the latest meeting and Cllr Fradgley will attend the focus group later in the month.

116.6. Neighbourhood Planning Working Group

An update was provided at the beginning of the meeting.

116.7. Business Watch

No update was made.

116.8. Neighbourhood Watch

No update was made.

117. Date of Next Meeting

The next Full Council meeting will take place on October 8th at 7.30pm in the Council Chambers.

The next Planning Committee meeting will take place on October 8th 2019 at 6.30pm in the Council Chambers.

Cllr Gowland sent his apologies in advance.

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Meeting closed at 9.50pm

New actions from September meeting.

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97.1	Dog poo bins Cllr Buckley to discuss the details with Julie and bring a proposal for locations, future potential costs and an emptying proposition to the next meeting.	Cllr Buckley	
103	Village hall entry system 2 further quotes to be sourced Trial period for new postholders following interviews	Clerk Staffing Committee	
106	Lymm Dam Crossing Source initial reports and timing for the crossing	Clerk	
108	Sandy Lane Phone Box Source a written estimate for repair to the base for the box to cost out a replacement	Clerk	
109	WW1 memorial Contact Risley Forge for repairs and completion of work	Clerk	
112	Cobbles on Pepper Street Contact WBC regarding repair	Clerk	
113	May Queen Field entrance Find out who owns the entrance to the site for repair of the road surface	Clerk	
114.1	Trees in Lymm Ask Neighbourhood Plan group to ensure the future of trees in Lymm is part of the plan	Clerk	
114.2	Stocks in Lymm Contact Environment Team about options and costs for securing the wooden panels	Clerk	