

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 8th September at 7.30pm
By Zoom

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
- * denotes attendance

Also in attendance: Kerry Duffin (Clerk)
Rob Tucker (Assistant Clerk)

The meeting was opened at 7.30pm.

40. The Chairman welcomed all to the meeting and explained the process for proceedings.

41. Apologies for Absence

No apologies were received.

42. 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.

43. Public Open Forum

6 candidates for Co-option to the council and 3 Members of Public were present at the meeting.

The issue of speeding and dangerous driving on New Road was raised by a resident. Images and video footage were circulated to all councillors in advance of the meeting. These are to be sent to Mark Tune and Jamie Fisher at Warrington Borough Council.

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Parish Councillor and MP Andy Carter has written to Steven Broomhead, Chief Executive of Warrington Borough Council, with data from the speed indicator devices.

A range of traffic and highways issues need resolving – HGVs and authorised routes, signage, speeding, parking and driving on pavements.

44. Report from PCSOs

PCSO Dennis will check the pavement on New Road for suitability to carry out speed checks with Tru-Cam. Parish Council to arrange a meeting with Warrington Borough Council, Cheshire Constabulary and Warrington's Own Buses before the next Parish meeting in October.

New yellow lines on Eagle Brow and Church Road have been very effective and appear to have resolved the issue of parking on the roundabout. However lots of parking fines have been issued at Lymm Dam.

PCSOs have been attending few community groups due to COVID. Schools will resume and safety talks will be held on the run up to Bonfire Night.

Anti-social behaviour at The Cross and Sainsbury's regarding the wearing of face masks and public safety. Sainsbury's have been grateful for PCSO interventions.

45. Co-Option of 2 New Parish Councillors

All six candidates made up to 5 minute presentations to the Councillors and the public with associated questions and clarification.

46. Minutes of the Previous Meeting

RESOLVED: The minutes from the meeting on July 14th 2020 were approved as accurate.

47. Update on Actions from the Previous Meeting

Agenda item	Action point	Lead	Update
80.4.4	Chase structural report of the village hall roof	Clerk	On agenda
167	Contact WBC regarding the dropped kerb by Adcotts	Clerk	Contacted WBC - remove
171.3.3	Contact WBC Licensing for clarification of alcohol and licences at the hall	Cllr Gowland / Clerk	No further comments from WBC re: activity

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			requiring a licence. Remove,
211.1.2	Enquire about the allocation of S106 funding from Lymm Hotel	Cllr Marks	Council to write to WBC expressing disappointment with no S106 funding for the Lymm Hotel site and development
211.4.1	Enquire about electric car charge points in Lymm car parks	Cllr Fradgley / Cllr Barr	Cllr Barr to raise again at WBC
6	The Cross – Councillors to meet to look at seating options	Cllr Hawley	Completed and removed
15	Amend the Complaints Procedure	Clerk	To be updated and removed
17	Invite PCSOs to future Full Council meetings by Zoom	Clerk	Completed and removed
23	Arrange Environment Manager to meet at Slitting Mill	Clerk	Completed and removed
24	Toilets at Dam – insurance quote	Clerk	Completed and removed
26	Amend the Co-option Policy	Clerk	Completed and removed
31	Delegate Asset Checks to Environment Manager	Clerk	Meeting PU w/c 21/9/20
32	Carry out necessary checks, risk assessments and updates to the hall to open COVID securely	Clerk	Ongoing as separate agenda item
34	Contact MRFS re: village hall intruder alarm	Clerk	Completed and removed
36.2	Bring 3 quotes for trees at The Cross to be trimmed to the September meeting	Clerk	Carry forward to October meeting
36.3	Arrange for gifts for Peter Powell and Cllr Buckley	Clerk	Completed and removed

48. Minutes of Committee Meetings

48.1. Planning Committee

48.1.1. Minutes from the meetings on 21st July, 11th August and 1st (not 8th) September 2020 were approved as accurate and **RESOLVED**

48.1.2. Update was given on various recent planning applications

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48.1.3. It was **RESOLVED** to request the South Warrington Parishes working group to respond to the two current Planning Consultations. Three other documents from NALC, LGA and WBC to be circulated to all Councillors.

The 2 current live planning consultations are:

<https://www.gov.uk/government/consultations/planning-for-the-future>

<https://www.gov.uk/government/consultations/changes-to-the-current-planning-system>

Planning for the Future sets out plans to undertake a fundamental reform of the planning system and explains that this would be accompanied by shorter-term measures. This consultation sets out proposals for measures to improve the effectiveness of the current system.

Changes to the Current Planning System seeks views on changes to planning practice guidance on the standard method for assessing local housing need (“the standard method”). The standard method provides the starting point for planning for housing and does not establish the housing requirement.

48.2. Staffing Committee

48.2.1. Minutes from the Staffing Committee on 10th August 2020 were **RESOLVED** as accurate.

48.2.2. The environment warden post was **RESOLVED** – proposed and seconded by Councillors Buckley and Bamforth, delegated to staffing committee to plan a timeline and recruit a new member of staff. Advert with Warrington Borough Council is £75.

48.2.3. Staffing update included that Jackie Weaver from CHALC was in attendance at the Staffing Committee and was informative, succinct, positive and incredibly useful regarding recent HR issues, giving advice for a positive way forward.

Birthday wishes were passed to Cllr Bamforth’s mother and her centenary year.

48.3. Environment Committee

48.3.1. There will be a working group meeting by Zoom in September. Update was made regarding the Heritage Trail Panels which have arrived and are awaiting installation.

48.4. Resources Committee

48.4.1. Date of meeting to be set for October with a walk around at the village hall.

49. Schedule of Accounts

RESOLVED: July and August’s accounts were approved as accurate.

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50. Annual Accounts 2019-20

RESOLVED: Draft accounts and period of public inspection of accounts were agreed with no questions.

51. Speeding and Traffic Issues

51.1. Burford Lane speed watch

Council received an update on the speed limits changes in Broomedge, with many limits recommended for reduction in the near future.

51.2. New Road Speeding

This item was dealt with in the Public Forum.

A speed limit map of Lymm was proposed to highlight the many layers of limits within the Parish.

51.3. Lymm Village HGV signage and restrictions

This item was dealt with in the Public Open Forum.

51.4. SID Data 2020

61% of all monitored vehicles were speeding.

Location	Dates	Speed Limit	No of vehicles recorded	% of drivers over speed limit	Highest speed recorded
Burford Lane	30th Jan-19th Feb	40	23,146	26.5%	75.3mph
Mill Lane	1st-25th March	30	14,155	75.5%	77.3mph
Rushgreen Road	6th May-2nd June	30	16,936	71.5%	73.1mph
Booths Hill Road	18th June-22nd July	30	58,123	72.4%	Data unclear but over 70mph

52. Anti-Social Behaviour

Council added to the PCSO comments made earlier in the meeting, requesting ongoing monitoring of the situation and communication with the store manager.

53. Slitting Mill

Partnership working with Lymm's Heritage Centre, Tim Baker, Warrington Borough Council's Ranger, Lymm Parish Council's Environment Team, Lymm Environment Working Group and a group of volunteers have cleared and improved the area. Future support recommended from Oxford Archaeology who were involved with writing the research document, [Lymm Slitting Mill](#).

Cllr Barr will forward a research paper on the Slitting Mill to the Heritage Centre.

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Discussion took place regarding Warrington Staff working across Lymm.

54. Keep Lymm Kleen / Litter

- 54.1.** McDonalds is currently sponsoring equipment for Keep Lymm Kleen.
RESOLVED: Allocate a £200 fund for further equipment shortages.
- 54.2.** September Keep Lymm Kleen picking date to be circulated to Councillors.

55. Toilets at Lymm Dam

A paper was circulated to all Councillors detailing the ongoing areas to co-ordinate for the opening of the facility. The toilet facility is now in situ but has not been handed over to LPC for opening and management. Covid measures were discussed, with soap, water and an electric hand dryer being the available and best method for removing the virus from hands. It was **RESOLVED** to:

- 55.1.** Approve the quote for insurance at £71.56 to the end of May 2021
- 55.2.** Confirm Warrington Borough Council as the cleaning provider until the end of the financial year
- 55.3.** Research costs and suppliers for green cleaning and supply products
- 55.4.** Opening hours to be further researched.
- 55.5.** Communicate with village keyholders re: closure of the facility each evening.

Clerk to contact WBC to enquire about adding signage to the exterior of the unit

56. Village Hall

56.1. Roof Survey

Roof survey reports to be delegated to the Resources Committee for recommendations at the next appropriate Full Council meeting. Consider how to fund a large-scale capital project. Clerk to write to Andy Carter MP for details of funding streams for capital projects.

56.2. Emergency Tests and Updates

Recent checks of the emergency lights and alarm were completed successfully.

RESOLVED: To accept the costs of £125 to amend emergency lights casings and batteries.

57. Funding Applications – **RESOLVED** to fund:

- 57.1.** Lymm Heritage Centre £2000 with Council requesting clarifying information about the £17k software costs (digital archives software)
- 57.2.** Oughtrington Cricket Club £850 towards CCTV. Non-pecuniary interests were declared by Cllrs Bamforth, Carter and Hawley.

58. Davies Way Car Park

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An update was given regarding skips and bins on Davies Way Car Park with a recent improvement in both communications with Warrington Borough Council and emptying of the bins.

59. SLCC Conference

RESOLVED for the Clerk to undertake SLCC training at a cost of £25

60. Microsoft Renewal

RESOLVED to renew Microsoft Office at a cost of £79.99

61. Village Clock

A quote of £1025 + VAT was not accepted. LPC to ask Lymm Jubilee WI how they would like to proceed with repairing the clock. Clerk to look for insurance documents in files.

62. Covid Measures – Bridgewater Street

The final weekend of closures funded through Warrington Borough Council will be 6th September.

RESOLVED: Lymm Parish will not be taking additional measures once the closures provided by Warrington Borough Council come to an end. Measures were to allow hospitality venues to increase their footfall due to social distancing restrictions within their establishments. This issue can be considered when Lymm centre is reviewed as a project, including The Cross, trees, seating etc.

63. Lymm Grammar Trust Trustees

RESOLVED: To nominate Cllr Joe Griffiths and Rachel Davies to the Board providing they meet the legal requirements. Cllr Griffiths to bring further details of the Trust to future meetings.

64. Remembrance Parade

Cllrs Barr and Gowland declared non-pecuniary interests.

64.1. The wall at St Mary's Church is still in need of repair by Warrington Borough Council and the war memorial is inaccessible. Council to explore holding a parade at Lymm High School with wreaths to be laid at St Peter's Church in Oughtrington.

Standing Orders were closed at this point and a Member of Public asked re: air cadets involvement in current climate, with a possibility of having small groups of cadets and staff on a parade.

Standing Orders were reopened.

Chairman to contact Lymm High School and an update to be made at next Full Council.

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64.2. RESOLVED: Royal British Legion to use the village hall free of charge for meetings when the hall has reopened.

64.3. It was **RESOLVED** to allocate a budget of £500 for expenditure for costs for a parade/event.

65. Carols at The Cross

Due to social distancing, the normal Carols event is not deliverable this year. Cllrs Gowland and Barr to meet Lymm Radio to look at options for a virtual event in 2020 and report back at the next meeting.

66. Chairman's Communications

66.1. Nothing to report.

67. Clerk's Communications

67.1. It was **RESOLVED** to approve the payment of invoices.

67.2. The Aged Debtors report was received.

67.3. An update was given re: the re-opening of the village hall.

67.4. RESOLVED: Option C was the favoured response for the closure of the M6 during the winter. Clerk to register on behalf of Lymm Parish Council .

67.5. Lymm's blocked gulleys to be reported to Warrington Borough for checking and clearing.

67.6. May Queen field damage was noted.

67.7. NALC training opportunities were shared to Councillors with no take up this time.

67.8. Cheshire Community Policing Newsletter was received.

68. Date of Next Meeting

The next meeting was confirmed as Tuesday 13th October 2020 by Zoom.

Planning Committee confirmed as Tuesday September 22nd at 6.30pm by Zoom.

Meeting closed at 10.35pm

Part 2

69. A staffing update was made, see document HR Update Sept 9.9.2020 for details

70. Council voted and co-opted 2 new councillors. Clerk to send the completed documents to new Councillors and Warrington Borough Council.

Part 2 closed at 11pm

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New and updated actions September 2020

Agenda item	Action point	Lead	Chair's Notes
43/44	Speeding, dangerous driving, HGVs, driving/parking on pavements, parking in Lymm – Clerk to set up a meeting with WBC, Cheshire Police, Warrington's Own Buses	Clerk to arrange meeting Clerk to forward videos of traffic on New Road to WBC officers	
211.1.2	LPC to write to WBC expressing disappointment with lack of S106 funding from Lymm Hotel site development	Clerk	
211.4.1	Contact WBC re: electric car charge points in Lymm	Cllr Barr	
36.2	Bring quotes for tree works to next Full Council meeting	Clerk	
48.1.3	Share 3 relevant briefing documents re: planning consultation with Councillors Ask SWP to respond to the 2 consultations	Clerk Cllr Marks	
48.2.2	Staffing Committee to plan recruitment timeline and recruit a new Environment Officer	Clerk and Staffing Committee	
54.2	September date for Keep Lymm Kleen litter pick to be circulated to Councillors	Clerk	
55.1	Contact insurers re: new toilet – accepting quote	Clerk	
55.2	Toilet – confirm WBC as the contractors Contact other contractors and let them know decision Contact WBC re: signage on the new toilet	Clerk Clerk Clerk	

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55.3	Contact WBC and ensure green products are used in the new public toilet, costing where necessary	Clerk	
55.4	Opening hours to be further researched	Clerk /Cllr Johnstone	
55.5	Hall keyholders to be contacted re: opening/closing of Lymm Dam toilet	Clerk	
56.1	Roof survey reports to be delegated to Resources Committee for recommendations	Clerk	
56.2	Emergency lighting work to be actioned at the village hall	Clerk	
67.5	Blocked gulleys to be reported to Warrington Borough	Clerk	
70	Newly co-opted councillors to be sent forms etc to complete and all necessary admin to be actioned	Clerk	

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