

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 RESOURCES COMMITTEE

held in Lymm Village Hall on Tuesday 26th March 2019 at 10am
in the Council Chambers, Village Hall, Pepper Street.

Councillors:

- * Cllr Bamforth (Chair)
- * Cllr Barr
- * Cllr Johnstone
- Cllr Buckley
- Cllr Powell
- Cllr Gowland

Also in attendance: Kerry Duffin (Clerk)

1. Apologies for Absence

Apologies were received and accepted from Cllr Powell and Cllr Buckley

2. 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.

3. Approval of Previous Meeting's Minutes

Minutes were agreed and **RESOLVED** as an accurate representation of the meeting by all those that were present at the previous meeting.

Approved: Cllr Barr

Seconded: Cllr Johnstone

4. Actions Arising from the Previous Meeting

Action	Who responsible	Completed
Arrange for payment to be made to Oughtrington CC	Clerk	Completed and removed
Set up task and finish meeting to develop a grant application	Clerk to set meeting	Pending date

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pack and procedure that is clear and accountable		
Draft template letter to send to all grantees clarifying that the funding is a one – off and further funding cannot be guaranteed – from Chair of Resources	Clerk	Completed and removed
Write to 4 Lymm and arrange payment	Clerk	Completed and removed
Write to Twin Towns and arrange payment	Clerk	Completed and removed
Write to Dickensian and arrange payment	Clerk	Completed and removed
Write to Lymm youth and community centre and arrange payment	Clerk	Completed and removed
Write to Bridgewater Cruising and arrange payment	Clerk	Completed and removed
Amend the budget and recirculate	Clerk	Completed and removed
Update SAGE nominal codes for 2019-20	Clerk	Pending
Add funding documents and criteria to the website with deadline dates	Clerk	Pending

5. Precept Calculations

Clarification was given in Full Council regarding increase to precept for 2019-20 as being 8% overall and 12.7% for Band D. Council agreed that in future years, communication with the parish will be proactive and in the form of a leaflet or using the Lymm Life magazine, detailing benefits and outcomes of the precept spend. The increase will also be detailed in the form of overall percentage change and the Band D impact.

6. New Grant / Sponsorship Applications

6.1. Statham Little Foxes

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Clerk to contact Little Foxes and ask for a completed application form with a specific request amount, confirmation that safeguarding measures are in place and an update on whether the school has been asked to support the investment.

6.2. Lymm High School

Clerk to request support letters from the organisations mentioned in the application and refer to Full Council for consideration.

7. Village Hall

- 7.1. Survey results – a report of the results of a survey to regular hirers was circulated in advance of the meeting. Council was pleased that the hall is viewed so highly and positively, thanking the suggestions made to further develop the community asset. The clerk has already implemented many of the changes and will continue to address the remainder.
- 7.2. Updated hire agreement – the amended hire agreement was approved and **RESOLVED** as suitable for implementation.
- 7.3. Window replacement / repair – councillors requested a village hall energy efficiency survey to highlight areas where the hall can be updated / upgraded. Clerk to instigate including energy costs, window, door and roof improvements. Membership of Cheshire Community Action was agreed to be useful for sourcing future funding and expertise. Clerk to complete the forms and return.
- 7.4. Lymm village aerial photo – a set of options for addressing the removed picture was presented. Option 3 was favoured by all councillors, with the Clerk to source more specific measurements and costs for the next full council meeting.
- 7.5. Furniture repair / replacement – a set of options for hall, atrium and annexe furniture was presented and discussed as well as installing a projector in the hall. The village hall as a community asset and part of a wider village offer was discussed following the consultant's report from the Neighbourhood Plan. Lymm village assets which highlighted as having a lack of resources, demonstrating a potential opportunity for the hall. Expenditure of new equipment needs to be seen in relation to the opportunity to increase income over the year across all spaces of the hall and annexe. Update of discussion and options to be shared at the next Full Council meeting.
- 7.6. Free hall usage – an annual report of free room lettings will be produced for the next meeting.

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Following village hall fire safety updates, Council meetings agendas are required to contain fire marshal / housekeeping updates to the start of their meetings. Clerk to follow up further fire safety procedures with the Fire Service and check capacity of the annexe if the large furniture was replaced.

8. 2018-19 Accounts – End of Year Forecast

A document was circulated demonstrating annual spend across all departments. The end of year forecast set for the current financial year has not changed.

9. Matters Arising

May Queen Field update – an application will be made to the Public Works Loan Board for the costs of the May Queen Field updates, ensuring the full amount is applied for. Formal approval will need to be sought from Council. Clerk will check with relevant Councillors and Warrington Borough Council what stage the work is at and what the timescale for the development work is.

Lymm Dam Toilets – progress is being made at Warrington Borough Council and a decision about full capital funding will be made in the near future.

10. Date of Next Meeting

June 11th 2019, 10am.

Meeting closed at 11.45am

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Agenda Item	Action	Who responsible	Completed
Dec meeting – carry forward	Update SAGE nominal codes for 2019-20	Clerk	
	Task and finish group – update grant application pack	Clerk	
	Add funding documents and criteria to the website with deadline dates	Clerk	
March meeting – new actions			
6.1	Contact Little Foxes re: grant application and raise safeguarding and Statham School queries	Clerk	
6.2	Contact Lymm High to follow up partner organisation support letters and that the application will be taken to full council for a decision	Clerk	
7.1	Continue to implement village hall regular user survey results	Clerk	
7.2	Implement new village hall hire agreement	Clerk	
7.3	Conduct energy review of village hall	Clerk	
7.4	Source actual dimensions and costs for set of 3 aerial photos of Lymm and where they would be positioned in the hall	Clerk	
7.5	Resources to Chair to update Full Council on discussions at next meeting	Resources Chair	
7.6	Contact fire service – smoke detectors and confirm annexe capacity	Clerk	