

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 23rd August 2022 at 6pm at
The Village Hall, Pepper Street, Lymm, WA13 0JB**

Councillors:

- * Cllr B Barr (Chairman)
- * Cllr A Johnstone (Deputy Chairman)
- Cllr K Buckley
- * Cllr C East
- * Cllr G Gowland
- Cllr I Marks
- Cllr T Martland
- Cllr B Selwood
- Cllr S Sharma
- * Cllr J Stansfield
- * Cllr S Towndrow

* denotes attendance

Also in attendance: Kerry Duffin (Clerk)

113. Welcome, introductions and housekeeping

The meeting was opened at 6pm.

114. Apologies for absence

Apologies were received from Cllrs Marks, Sharma and Martland.

115. 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.

116. Public Open Forum

No members of public were in attendance.

117. Minutes of the Previous Meeting

RESOLVED: The minutes from the Full Council Meeting on 12th July 2022 were approved as an accurate record and signed by the Chairman.

118. Village Hall Working Group

RESOLVED: Approval of the following RECOMMENDATIONS from the Village Hall Working Group:

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118.1. That the consultant applies for planning permission on behalf of the Parish Council for the upgrading of the village hall roof based on the plans and designs presented. This will include improved insulation and reusing as many of the existing tiles as possible. Budget of £500 previously approved at the Full Council Meeting on 12th April 2022 for pre-planning advice.

118.2. A budget of up to £10,000 for the following phases of work:

PHASE	WORK	FEE (all estimates)
1 – Feasibility Stage	This will be a re-assessment of the original roof report and a further inspection to be able to re-assess the required works and provide advice on the likely timeframes involved for remedial works to each roof area (eg 0-2 years, 2-5 years, 5-10 years) so that the Council can consider budgeting for phased remedial works. It will also include an estimation of the time periods required for the works (ie lead-in time and contract duration).	£750 + VAT
2 - Documentation Preparation	This is for the preparation of drawing and a schedule of works that can be used for inviting contractors tenders and for construction purposes.	£3,000 + VAT
3 – WBC	Dealing with Council and Conservation Officer to obtain approvals for the works (£500 planning fee already previously approved).	£600 + VAT
4 - Tendering	This will involve selecting suitable contractors for tendering, inviting the tenders and then preparing a tender comparison report (In accordance with LPC Standing Orders and Financial Regulations).	£600 + VAT
5 - Site Works	<p>An estimation of the time periods required for the works (ie lead-in time and contract duration).</p> <p>This would include the following:</p> <p>Pre-contract meeting to agree start date, programme, etc. Site inspections during the course of the works to check the adequacy of the works. Agreeing and certifying valuations with the Contractor. Certifying the completed works.</p>	£3,000-£4,000 + VAT depending on the contract duration

The works are to include:

- New tiling, including battens and felt
- New insulation

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- New flat roof covering, including upstands around roof lights and including repairs to parapet walls
- Alterations to drainage (as necessary) for the flat roof
- New flashings (as necessary)
- Water collection for planted areas (ie water butts)
- Internal improvements to lighting.

119. Date of next meetings and items for the next agenda

Full Council Meeting 13th September 2022 at 7.30pm.

Meeting closed at 6.08pm

Actions following meeting:

Agenda item	Action point	Lead
215.4.2	Hall bin storage area and kitchen window replacement – pending capital project	Clerk
167	Report from tree officer re: trees at The Cross in order to apply for planning permission for trees at The Cross	Clerk
196	Bring a plan for aerial photos for the village hall to a future meeting	Cllr Selwood
204.2	Book Councillor standards training	Clerk
265	Blocked gullies – Borough Councillors to challenge WBC about the performance management of contractors including the poor repair to highways	Borough Councillors
82	Follow up comments about drug activity at Sow Brook	Cllr Gowland
82	Determine powers for supporting access to green spaces re: Heatley Mere	Clerk
90	Determine powers for insuring volunteers or carrying out work in a closed churchyard	Clerk
91	Check bin emptying schedule with WBC following overflowing bins at Sow Brook	Clerk
91	Youth engagement post action	Clerk and Cllr Gowland
98	Future of festivities group to be discussed at the Events Committee with a recommendation to be brought to a future Full Council meeting	Clerk
98	Thanks to Festivities Volunteers to be sent to Clerk for circulation	Cllr Selwood
99	Draft Defibrillator Policy to be tabled at the September meeting	Clerk
103	Lower Dam planter to be on the September agenda	Clerk
118	Liaise with the roof consultant to apply for planning permission	Clerk