

# 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 8<sup>th</sup> November 2022 at 7.30pm at  
Lymm Village Hall, Pepper Street, Lymm WA13 0JB**

Councillors:

- \* Cllr B Barr (Chairman)
- \* Cllr A Johnstone (Deputy Chairman)
- \* Cllr K Buckley (until 7.37pm)
- \* Cllr C East
- \* Cllr G Gowland
- \* Cllr I Marks
- \* Cllr T Martland
- \* Cllr K Rurlander (arrived at 7.35pm)
- \* Cllr B Selwood
- \* Cllr S Sharma
- \* Cllr J Stansfield
- \* Cllr S Towndrow

\* denotes attendance

Also in attendance: Kerry Duffin (Clerk)

**175. Welcome, introductions and housekeeping**

The meeting was opened at 7.30pm.

**176. Apologies for absence**

Councillor Martland sent apologies.

**177. 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.

**178. TPT Upgrade**

A WBC Officer gave an update on the next consultation for the second stage of the resurfacing of the TPT. The first will be on the village hall on 15<sup>th</sup> November from 4-7pm and at the ranger's hut on the TPT on Saturday 19<sup>th</sup> November from 10-1.

Parish Council thanked the WBC officer for the thorough consultation and the appropriate surface that has been well received by residents.

**179. Public Open Forum**

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Six members of public were in attendance, two Warrington Borough Council (WBC) officers and PCSO Phil Redshaw.

WBC officer Ian Brackenbury gave an update regarding the collapsed wall at St Mary's. WBC is aiming for the repairs to be complete for next year's Remembrance Parade. Council thanked the officer for taking the matter seriously and all efforts to remedy the situation.

A resident thanked Cllr Marks for his efforts with the bus service in Statham. Cllr Marks will chase the signage as some is not up to date.

## 180. Report from PCSOs

PCSO Redshaw added context to the statistics reported including the 17 incidents on one night from Dane Bank Road to Sandy Lane. Cllr Towndrow's contact will be informed how to contact the PCSO to pass on their information.

Councillors asked questions about burglaries, the car damage, increase in drug activity and parking issues at Lymm Dam.

## 181. Grant Application from Sanctuary Hub

Two members of the organisation talked through the application. Cllrs Barr, Stansfield and Selwood declared non-pecuniary interests. **RESOLVED:** The grant of £2158.60 was unanimously approved, and the application was praised for being thorough and the strong level of match funding.

## 182. Minutes of the Previous Meeting

The minutes from the Extra Ordinary Full Council Meeting on 2<sup>nd</sup> November 2022 were not presented for approval and will be tabled at the next available meeting.

## 183. Update on actions from previous meetings

| <b>Agenda item</b> | <b>Action point</b>  | <b>Lead</b>         | <b>Update</b>  |
|--------------------|--|---------------------|--|
| 204.2              | Chase Councillor standards training  | Clerk               | Clerk asked for WBC to make contact when training is available |
| 265                | Blocked gullies – Borough Councillors to challenge WBC about the performance management of contractors including the poor repair to highways | Borough Councillors | Pending  |

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|         |   |                                    |  |
|---------|---|------------------------------------|--|
| 82      | Determine powers for supporting access to green spaces re: Heatley Mere   | Clerk                              | Pending  |
| 91      | Check bin emptying schedule with WBC following overflowing bins at Sow Brook                                    | Clerk                              | Pending  |
| 91      | Youth engagement post - action  | Clerk and Cllr Gowland             | Pending  |
| 98      | Thanks to Festivities Volunteers to be sent to Clerk for circulation  | Cllr Selwood                       | Completed - remove                                   |
| 99      | Draft Defibrillator Policy to be tabled at the next available meeting   | Clerk                              | Move to future meeting                               |
| 103     | Lower Dam planter repair costs to be on the next available agenda   | Clerk                              | On this agenda – remove                              |
| 124     | Set up a meeting with Lead Police Councillors and the police & ask the PCC for the current standing on PCSOs    | Clerk                              | New date to be agreed                                |
| 139     | Add amendment of Co-option Policy to a future meeting agenda  | Clerk                              | On this agenda - remove                              |
| 144     | Consider the Vexatious Resident Policy – allotments   | Chairman, Staffing Chairman, Clerk | Pending  |
| 153.4.2 | Village clock – contact Jubilee WI and ask for approval to change the clock                                     | Clerk                              | Approval from WI received – proceed with replacement |
| 153.4.2 | Replace the annexe window glass   | Clerk                              | Pending  |
| 153.4.2 | Arrange for repair of the stocks  | Clerk                              | Repair complete - remove                             |
| 153.4.2 | Contact the grant applicants and inform them of the decision  | Clerk                              | Completed - remove                                   |
| 156     | Add picnic bench replacement to Enviro Committee agenda   | Clerk                              | On the next agenda - remove                          |
| 157     | Terms of Reference for Jubilee Legacy working group to be brought to the next meeting<br>Set up a first meeting | Clerk<br>Clerk                     | On the agenda – remove<br>In January                 |
| 158     | Order wreaths   | Clerk                              | Completed - remove                                   |

## 184. Updates from Committee Meetings (Committee Minutes are approved at the relevant Committee)

### 184.1. Planning Committee

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184.1.1. Planning issues that were raised included an application for a development on Tanyard Farm and variations at Lymm Hall, The Coach House on Brookfield Road which is near a listed building and has highways concerns.

Cllr Sharma to join Planning Committee from January.

Clerk to ask John Groves for a quote to deliver a basic training session for all Councillors on planning. Cllr Towndrow to share his notes from previous training.

## **184.2. Staffing Committee**

184.2.1. No update was made.

## **184.3. Environment Committee**

184.3.1. Committee was postponed and a new date needs to be found.

Lymm in Bloom was praised for achieving another gold award. Parish Council thanked all the volunteers for their hard work. 2023 will see the 10<sup>th</sup> anniversary of the group and must be celebrated.

## **184.4. Resources Committee**

184.4.1. Committee will meet again on November 14<sup>th</sup>.

## **184.5. Events Committee**

184.5.1. Recommendations which were received from the meeting on October 14<sup>th</sup> and unanimously approved and **RESOLVED:**

A new Events Working Group to be formed which will research and make recommendations for the vision, costs and delivery partners for the Parish Council's annual event programme including:

- Dressing the village for summer and winter
- Carols from The Cross
- Remembrance
- In 2023, the Coronation.

1. The installation and removal of any equipment or resources would then be undertaken by contracted professionals with support from volunteers.
2. A group/pool of events stewards will be formed and trained accordingly. These volunteers will be able to support all village events.
3. Plan and deliver a volunteering drive for the village events in January 2023 with a budget of £250 for marketing materials which will include a marketing plan involving schools, radio and social media.

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4. A budget for 2023-24 of £30,000 is allocated to cover Remembrance parade, summer village decoration, removal of the redundant speaker system, Xmas village decoration, Carols from The Cross and the Coronation.

Cllr Barr provided an update from Warrington Borough Council and an initiative that will see collaboration planning and delivering events across the Borough, standardising practice.

Standing orders were closed to allow a resident to share information about residents that have put themselves forward to volunteer at the Carols event. Council thanked the resident for their time and effort.

## 185. Monthly Finance

### 185.1. Schedule of Accounts

**RESOLVED:** October's accounts will be presented at December's meeting.

### 185.2. Approval of Payment of Invoices

**RESOLVED:** Council approved the payment of invoices and received up to date information about direct debits for September.

## 186. Co-option Policy amendment

**RESOLVED:** An amendment to allow for voted for co-option by ballot paper was unanimously approved.

## 187. Standing Orders

**RESOLVED:** An amendment to allow for votes by ballot paper during co-option was unanimously approved.

## 188. Jubilee Legacy terms of reference

**RESOLVED:** Council approved the terms of reference. A meeting will be set up for the New Year.

## 189. Grant application – Dickensian Festival

**RESOLVED:** Council approved the grant application for £3500 however requests that the event organisers arrange for recyclable products by the traders where possible, and that those businesses that have a village premises dispose of their own waste, reducing the impact on the street bins whilst also recycling as much as possible. Cllr Stansfield will research additional split bins for future events.

## 190. Remembrance Day parade

The parade will leave Davies Way car park at 9.30am. Councillors that intend to parade need to muster from 9.15am. Two Councillors were requested to carry the Parish and

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Union standards however due to Councillor availability, an Air Cadet is to be asked to carry one of the standards. Additional stewards were requested for the parade.

Parish to ask the Lymm branch of the British Legion if the Council can borrow their union standard. Clerk to bring a quote for a new Parish Union standard to a future meeting.

Councillors to meet at The Cross for Armistice Day in advance of 11am for the two minute silence.

Events Committee to look at use of the Parish logo and flags at a future meeting.

## **191. Lymm Dam toilet damage**

Two lots of further damage have been caused to the facility and it is currently closed. A quote for repair is outstanding.

## **192. Welcome to Lymm sign – damaged**

The sign near The Barn Owl has been irreparably damaged by a vehicle. Clerk to follow up with insurance company whether it can be repaired / replaced covered by insurance. Clerk to make an update at the next possible meeting.

## **193. Lower Dam planter repair**

Three quotes were received for repair of the planter at the Lower Dam.

Work quoted for:

- Remove part of the damaged planter and rebuild slightly smaller including new foundations
- Supply and fit a new block paving in the location of the removed wall
- Install 3 bollards to stop the new wall being damaged by vehicles
- Replace occasional damaged bricks around the planter
- Quotes include labour and materials.

| <b>Company</b> | <b>Location of company</b>  | <b>Quote</b> | <b>Availability to carry out the work</b>                                |
|----------------|---|--------------|--|
| 1              | Lymm – used previously by the Parish Council for various jobs across the village and hall | £2850        | Available before Dickensian but recommends doing brickwork in the spring |
| 2              | Lymm – no history with the Parish Council   | £2990        | Available before Dickensian  |
| 3              | Lymm – no history with the Parish Council   | £4220        | Pending response   |

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**RESOLVED:** Council voted unanimously to use the first company. All insurance and risk assessment documents will be obtained by the Clerk in advance of work commencing.

## **194. Xmas Tree festival plan**

**RESOLVED:** Council agreed a theme of Celebrating the Monarchy for the Xmas Tree Festival at St Mary's. The festival is taking place from 2nd to 4th of December at St Mary's Church. A budget for materials has already been approved at a previous meeting.

## **195. Trees at the Cross**

A tree report was received with recommendations. The arboriculturist could not comment on damage to the monument and recommends that a geologist is commissioned to report on the monument itself. Council has requested the Clerk to bring quotes for the work in the report's recommendations to the next possible meeting including planning permission (adding changing the notice board at The Cross to the planning application).

Clerk to request a professional opinion form a geologist regarding potential or current damage to The Cross.

Clerk to follow up work to a tree at the sunken gardens.

## **196. Environment Team equipment**

A budget of £1500 was approved at the September 2021 Full Council meeting. The ordering of the equipment has been delayed due to COVID and availability. Some of the equipment has now arrived however additional funds. It was unanimously **RESOLVED** to approve a further £300 to purchase a new mower.

## **197. Reports and recommendations from Lead Councillors / Outside Bodies / Working Groups**

Councillors were invited to provide feedback and information from meetings that they have attended as representatives of the Parish Council.

One update was made regarding the Local Plan and the examination in public. A request for further funding in 2023-24 will be made.

Another update was made about the a school vision project with an exhibition at the Heritage Centre during November. A press release to be shared to the usual media channels by the Clerk.

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The final update was made regarding the Warburton Toll Bridge enquiry which has now opened.

## 198. Chairman's Communications

The Chairman made an update regarding average speed cameras, with ChALC renegotiating with the PCC for parishes to ONLY fund the capital costs and not the maintenance. More information to follow for a final decision.

Action on speeding on Cherry Lane has now been increased through Warrington Borough Council.

The removal / state of the footpath from Booth Lane to The Avenue has also been reported to Warrington Borough Council.

## 199. Clerk's Communications

- 199.1. LEAF's green Xmas Fair details were shared.
- 199.2. TPT grant for bulbs was successful to be planted on the newly surfaced sections of the TPT.
- 199.3. The festoons have all been checked in advance of the electric and bracket tests for trees.
- 199.4. The load tests on the brackets are taking place after the meeting.
- 199.5. Website page for Councillors is nearly complete.
- 199.6. Responsibility of repairing the lights at Maple Lodge is being investigated with WBC.

## 200. Date of next meetings and items for the next agenda

|                       |                                    |
|-----------------------|------------------------------------|
| Resources Committee   | 14 November 2022 – 6pm             |
| Environment Committee | 15 November 2022 – 7pm – postponed |
| Planning              | 29 November 2022 – 6pm             |
| Events Committee      | 21 November 2022 – 7pm             |
| Full Council Meeting  | 13 December 2022 – 7.30pm          |

Meeting closed at 9.52pm.

### Actions following meeting:

| <b>Agenda item</b> | <b>Action point</b>  | <b>Lead</b>         |
|--------------------|--|---------------------|
| 265                | Blocked gullies – Borough Councillors to challenge WBC about the performance management of contractors including the poor repair to highways | Borough Councillors |



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| 82      | Determine powers for supporting access to green spaces re: Heatley Mere                                      | Clerk                                 |
| 91      | Check bin emptying schedule with WBC following overflowing bins at Sow Brook                                 | Clerk                                 |
| 91      | Youth engagement post - action   | Clerk and Cllr Gowland                |
| 99      | Draft Defibrillator Policy to be tabled at the next available meeting  | Clerk                                 |
| 124     | Set up a meeting with Lead Police Councillors and the police & ask the PCC for the current standing on PCSOs | Clerk                                 |
| 144     | Consider the Vexatious Resident Policy – allotments  | Chairman, Staffing<br>Chairman, Clerk |
| 153.4.2 | Replace the annexe window glass  | Clerk                                 |
| 180     | Inform resident how to contact PCSO re: ASB on Bane Bank Road / Rushgreen Road                               | Cllr Towndrow                         |
| 181     | Arrange for payment of Sanctuary Hub grant   | Clerk                                 |
| 184.1.1 | Planning training quote from John Groves   | Clerk                                 |
| 184.5.1 | Action volunteer recruitment drive to Events Committee – January 2023  | Clerk                                 |
| 185     | Present October's accounts at the December meeting   | Clerk                                 |
| 188     | Set up the first Jubilee Legacy meeting in January 2023  | Clerk                                 |
| 189     | Arrange for payment of the Dickensian grant  | Clerk                                 |
| 190     | Add Parish logos to a future Events meeting  | Clerk                                 |
| 191     | Lymm Dam toilet repair   | Clerk                                 |
| 192     | Report damage to Welcome to Lymm sign to insurers  | Clerk                                 |
| 193     | Arrange for repair of Lower Dam planter  | Clerk                                 |
| 195     | Arrange for 3 quotes for tree work at The Cross  | Clerk                                 |
| 195     | Quote from a geologist to inspect The Cross  | Clerk                                 |
| 195     | Follow up tree work needs at the sunken gardens  | Clerk & Cllr Selwood                  |
| 196     | Order new mower for environment team   | Clerk                                 |
| 199.6   | Maple Loge lights repair follow up   | Cllr Buckley & Clerk                  |