

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



30th March 2024

Members of the Council you are hereby summoned to attend the Full Council meeting of LYMM PARISH COUNCIL on Tuesday 9th April 2024 at 7.30pm in Lymm Village Hall for the purpose of transacting the following business:

AGENDA

- 1. Welcome, introductions and housekeeping**
- 2. To receive and accept apologies for absence**
- 3. Code of Conduct – Declaration of Interests**
 - a) Members are reminded of their responsibility to declare any personal or prejudicial interest that they may have in any item of business on the agenda no later than when the item is reached.
 - b) Members are reminded of the Code of Conduct and the Nolan Principles.
- 4. Public Open Forum**

An opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 5 minutes per person.
- 5. Police and PCSOs ****

To receive reports and statistics from the Police Community Support Officers for March.
- 6. Minutes of the previous meetings ****

To approve the minutes of the Full Council meeting held on 12th March 2024.
- 7. Update on actions from previous meetings:**

Agenda item	Action point	Lead	Update
99	Draft Defibrillator Policy to be tabled at the next available meeting	Clerk	Pending
188	Set up the first Jubilee Legacy meeting	Clerk	Delegated to Events Committee
195	Follow up tree work needs at the Sunken Gardens	Clerk	Tree officer visited 27 th March 2024
324	Register Oughtrington Community Centre as an asset of community value	Clerk	Pending
43	Set next Business Liaison meeting	Clerk	Pending date approval

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71.4	Open CCLA account and transfer £85k	Clerk	Pending elections
162	Contact Peel Holdings and query the decision to offer discounts based on the WA13 0 or WA13 9 postcode	Clerk	Pending reply
242	Write to Baroness Lea about using Lymm in her title	Cllr Stansfield and Clerk	Replies received and on the agenda. Remove.
265	Order additional batteries for the speed indication device	Clerk	Ordered. Remove.
266	Update the sign at the top of the dingle steps	Clerk	In process
267	Plant trees to make the Parish Council carbon neutral	Clerk	In process
268	Confirm the sites for the wildflowers in Lymm with Warrington Borough Council	Clerk	Completed. Remove.
269	Arrange for the cobbles at The Cross to be reset	Clerk	In process
275	Inform Warrington Borough Council about the road closure costs for Transport Day	Clerk	Completed. Remove.
278	Arrange for the asbestos removal at Sow Brook allotments	Clerk	Pending quote.
279	Arrange for the paper cup recycling scheme to be rolled out through the Business Liaison group	Clerk	Pending date approval
281	Submit an asset of community value application for the Bridgewater Club	Clerk	Completed. Remove.
282	Write to Warrington Borough Council about funding from HS2 being cascaded to Parish Councils for projects. Cllr Towndrow to send a draft to the Clerk.	Clerk and Cllr Towndrow	

8. Updates from Committee Meetings

Committee Minutes are approved at the relevant Committee.

Recommendations from meetings appear later on the agenda.

- a) Planning Committee
 - i) To receive minutes from the latest meetings
 - ii) To receive updates from the Chair of the Planning Committee
 - iii) To receive updates from Borough Councillors on planning issues
- b) Staffing Committee
 - i) To receive updates from the Committee Chair
- c) Environment Committee
 - i) To receive an update from the Committee Chair

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- d) Resources Committee
 - i) To receive minutes from the latest meeting
 - ii) To receive an update from the Committee Chair
- e) Events Committee
 - i) To receive an update from the Committee Chair

9. Monthly Finance

a) Schedule of Accounts **

March’s accounts will be presented for approval at the May meeting.

b) Approval of Payment of Invoices **

Council to approve recent and future payment of invoices.

10. Updates from Borough Councillors

To receive updates from Borough Councillors on matters relating to Lymm.

Resources Committee recommendations, to consider:

11. Grant applications 2024-25, Round 1**

Council to consider the following recommendations for Round 1 grants:

Organisation	Amount requested	Amount recommended	Notes
Lymm Festival	£595	£595	
4 th Lymm Scouts	£110	£110	
Lymm Artists Group	£371.96	£280	
Lymm Gardening Club	£270	£170	
May Queen Festival	£2,450	£1,609	Subject to a revised application form and satisfactory bank statements being presented at April's Full Council
Lymm in Bloom – 1	£300	£0	Both applications were reviewed together
Lymm in Bloom – 2	£1,240	£700	LPC will pay for the extra plants directly from the plants budget
Maple Lodge Art Group	£200	£200	
Lymm Community Radio CIC / MIX 56	£3,500	£1,000	
Lymm Round Table	£1,136	£1,136	
Lymm Rugby Club	£1,500	£0	
Lymm Rocks	£200	£200	
TOTAL	£11,873	£6,000	

New items to consider:

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12. Neighbourhood Plan consultant**

The Neighbourhood Plan working group was presented with three quotes from consultants to complete the draft neighbourhood Plan in preparation for consultation and referendum. The group recommends using Kirkwell's at a cost of £8,100 + VAT. If approved, the timetable will need updating.

The Clerk will submit a grant application once the funding stream re-opens.

13. Zero Hour

Council to consider signing up to [Zero Hour](https://www.zerohour.uk/councils/) - the campaign for the Climate and Nature Bill - formerly the CE Bill and the CEE Bill – a plan for a new UK law that addresses the full extent of the climate and nature crisis in line with the most up-to-date science. The Bill is the only proposed legislation before the UK Parliament that ensures a comprehensive and joined-up approach to the emergency. A list of Councils that have already signed up to the cause can be found at <https://www.zerohour.uk/councils/>

14. Martyn's Law Working Group**

Council to consider the Terms of Reference for a new working group.

15. Hanging baskets and planters

Due to time constraints and decisions for the season, Council to consider delegating the final decision for the plants and flowers budget for 2024 to the Chair of the Environment Committee and Clerk. The annual budget is £6,324 with £577.60 already approved for wildflowers. The remaining budget will be used for hanging baskets, planters and plants from local nurseries, including those used by Lymm in Bloom.

16. Sunken Gardens naming and signage**

A proposal for a sign at the Sunken Gardens has been received from Lymm in Bloom. Council to consider the document, wording and title.

17. Flagpole

Due to the flagpole being damaged, an assessment of the current pole and infrastructure can be carried out by Harrison Flagpoles at a cost of £170 + VAT. This will also include the possibility of moving the flagpole to enable the Christmas tree and the flagpole to be in situ at the same time.

Harrison Flagpoles are specialists in flags, flagpoles and banner pole solutions for homes, businesses and public spaces and their UK manufacturing facility produces over 15,000 poles a year.

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18. Ill health insurance**

Council to consider amending the pensions plan to include sickness cover. This protects the Parish Council in case of early retirement of staff members, who are part of the pension plan, due to ill health. Several local councils have had to shoulder the financial burden due to officers receiving early retirement due to illness. The annual cost is £1.25 for £100 of earnings for those included in the pension plan and rather than become an additional cost, is factored into the employer contributions amount, meaning there is no additional financial cost to the Council.

19. Staff pay scales

Staff to rise to the next level on their pay scales, with effect from 1st April 2024, as detailed in staff contracts.

20. AGAR (Annual Governance and Accountability Return)

The dates for the annual accounts and audit have been confirmed, with a submission deadline of 1st July 2024.

Updates to previous agenda items:

21. Baroness Lea of Lymm**

A response has been received. Council to consider if and how to respond.

22. Scaffolding incident**

The follow up to the report of a car being damaged during the scaffolding removal is tabled with Council to consider the recommendations.

23. Chair's Communications

24. Clerk's Communications

- a) Three reports of anti-social behaviour at Lymm Dam toilet have been reported to the police since March 18th and one incident of the flowers being stolen from the planter has not been reported. The toilet is now being closed at 3pm to avert further incidents.
- b) The QEII memorial tree was planted on Wednesday March 27th. A plaque will be ordered and installed.

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

Staffing Committee	29 th April 2024, 6pm – Lymm Village Hall
ELECTIONS	2 nd May 2024
Full Council Meeting	14 th May 2024 7.30pm – Lymm Village Hall

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KDuffin

Kerry Duffin
Clerk to the Council and Responsible Financial Officer