

Clerk to the Council: -
Mr. R. J. Hallam
31 Farnham Close
Appleton
Warrington
WA4 3BG
01925-264201
07801 472083

Minutes of the Annual Parish Council meeting of Walton Parish Council held at St. John's Church Community Hall, Old Chester Road, Higher Walton, on Thursday the 4th May 2023.

Present Councillor D M Karalius - Vice Chair
Councillor Y R Shaikh - New Chair
Councillor R Hardie - New Vice Chair
Councillor B M Price
Councillor R D Bennett
Councillor A Bowles
Councillor A Williams
Councillor V C Lacey
Councillor J C Greene

In Attendance Parish Clerk R J Hallam
Residents 0

The Vice Chair opened the meeting at 7.01pm and welcomed everybody. She reminded councillors of the meeting protocols.

14. Apologies for Absence

The Vice Chair reported that apologies for absence had been received from Councillors Harris (hospital visit) and Hazeldine (hospital visit) and Borough Councillor Wheeler.

15. To Receive nominations and elect the Chair of the Council and to receive the Chair's Declaration of Acceptance of Office

The Vice Chair invited nominations for Chair.

Councillor Karalius nominated Councillor Shaikh, this was seconded by Councillor Hardie. *It was resolved that Councillor Shaikh be elected as Chair. All in favour.*

Councillor Shaikh completed the Declaration of Acceptance Office and took the Chair.

At this point Councillor Shaikh thanked Councillor Harris in her absence for her time as Chair and the enthusiasm and hard work that she brought to the role.

16. To Receive nominations and elect the Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office

The Chair asked for nominations for Vice Chair.

Councillor Karalius proposed Councillor Hardie, this was seconded by Councillor Price. *It was resolved that Councillor Hardie be elected as Vice Chair.*

Councillor Hardie completed the Declaration of Acceptance of Office.

17. To receive nominations for Representatives of outside bodies

- Footpaths/towpaths Councillor Price
- Roads & Traffic & Street Lighting Councillor Bennett

- Walton Hall Estate Councillor Price
- South Warrington Parishes Group Councillors Harris and Lacey

All existing councillors were happy to remain in post.

It was resolved that the representatives should be agreed en bloc. Proposed by Councillor Karalius and seconded by Councillor Bowles. All in favour.

18. To receive nominations for Advisory Groups.

Councillor Price put her name forward for the Planning Advisory Group and Councillor Bowles was happy to be considered for the Donations Advisory Group. Councillor Shaikh opted to leave the Climate & Ecological Emergency Group and Councillor Williams put her name forward in his place.

It was resolved to accept the above changes and that all remaining representatives should be agreed en bloc. Proposed by Councillor Hardie and seconded by Councillor Karalius.

The format of the Groups is now as follows:-

Planning – Councillors Hardie, Bennett, Karalius and Price.

Parish Internal Audit – Councillors Hardie and Shaikh.

Risk Assessment – Councillors Hardie, Price and Karalius.

Village Betterment – Councillors Hardie, Karalius, Price, Williams and Hazeldine.

Donations – Councillors Price, Harris and Bowles.

Events – Councillors Karalius, Harris, Price, Williams and Greene.

Climate & Ecological Emergency – Councillors Harris, Williams, Bowles, Hazeldine and Lacey.

19. To carry out an inspection of deeds and investments, review insurances and confirm Parish Records etc, Review internal controls, risk management document, standing orders and financial regulations and conduct further business appropriate to the APCM.

The Clerk had provided all councillors with a document which detailed a record of all aspects of Deeds, assets, insurance and parish records and talked this through with councillors. The insurance with Community First would be coming into its 2nd year from the 1st June.

The Clerk outlined the existing Internal Controls which are carried out monthly, Quarterly, half yearly and yearly.

It was agreed that these should continue.

Councillors had been provided with copies of the Assets Register and accepted the amendments made by the Clerk.

The Standing Orders (SOs), Financial Regulations and the Risk Management Document were accepted and adopted.

20. Adjournment

There was no adjournment.

21. Minutes of the Previous Meeting

The minutes of the Parish Council meeting held on the 6th April 2023 were reviewed.

It was resolved that the minutes be accepted as a true record. Proposed by Councillor Hardie and seconded by Councillor Karalius. All in favour.

22. Minutes of the Annual Parish Meeting.

The Clerk reminded councillors that this was an opportunity to review the minutes. The minutes would be approved at the next APM in April 2023.

The minutes of the Annual Parish meeting held on the 6th April 2023 were reviewed and found to be an accurate record.

23. Reports on Matters Arising from the previous minutes

The report had been issued with the meeting documentation.

Graffiti/Conditional Caution/Community Resolution.

The Clerk confirmed that PCSO Phillip Hilton would be happy to provide third party supervision during his working hours and that Beat Manager Ann Muldowney was happy with the offender's capabilities.

Planters at Junction of Park Lane and Chester Road.

Following an email from the Clerk Jamie Fisher had confirmed that the planters would need to be moved to avoid any visibility issues when approaching Chester Road from Park Lane. In his email he had detailed how far the planters had to be moved.

Action – Councillors Bennett and Karalius will take charge of the move assisted by Frank Karalius as soon as possible.

The Clerk reported that Councillor Harris had spoken to the complainant and advised her of the action taken by the PC and the WBC recommendations.

Police Report.

There was no PCSO report.

24. Report from Borough Councillor.

No report.

25. Forward Plan Update.

Councillor Harris had updated the plan to version 16 and this had been circulated with the meeting documentation.

26. Community Assets.

Councillor Williams proposed in Councillor Harris's absence that a list of community assets is lodged with WBC and these were listed on the agenda. This was seconded by Councillor Karalius and followed by a debate.

The Chair explained the process involved but it became clear that some councillors were uncertain about how this effected the Parish Council.

After a prolonged discussion it was decided to adjourn the proposal and have a period of reflection and exactly what this means for the Parish Council. Proposed by Councillor Bennett and seconded by Councillor Hardie. All in favour.

27. To receive and accept the report from the Clerk on the Parish Accounts and to formally approve the accounts for payment.

The Clerk had issued with the Agenda the Financial Report (FR) and a copy of the Receipts and Payments Account for the current year to date, a copy of which is attached to these minutes.

The Clerk presented: -

Cheque number 001468	payable to R J Hallam	Clerk's Salary	£324.20
Cheque number 001469	payable to HMRC	PAYE/Tax	£81.05
Cheque number 001470	payable to R J Hallam	Off Exp Ink	£9.99
Cheque number 001471	payable to Gardenia Gardens Ltd	Warden (Inv4956 7.5X£15=£112.50 VAT£22.50)	£135.00
Cheque number 001472	payable to ThenMedia Ltd	6 months websiteHosting & Support & emails(1/4/23-30/9/23)	£270.00
Cheque number 001473	payable to ChALC	Renewal Affiliation Fee	£501.72
Cheque number 001474	payable to The MSCC Ltd	Easement	£36.00
Cheque number 001475	payable to D Hazeldine	Coronation tree/stake and ties	£73.25

It was resolved that the Financial Report and the Accounts for Payment be approved. Proposed by Councillor Lacey and seconded by Councillor Bennett. The cheques were signed by Councillors Hardie and Shaikh.

28. Report from Advisory Groups.

Events Planning Group.

The bunting is all in place.

Daffodils have been cut down in the tubs. Permission has not yet been given by WBC to plant the coronation tree on WBC land.

It was agreed that Councillors Hardie and Hazeldine would decide on where the tree was to be planted, with the Village Triangle being the preferred option and advise other councillors accordingly. Councillors Harris and Karalius will also be involved.

Action – Councillors Hardie and Hazeldine to organise the Coronation tree planting.

Donations Advisory Group

An application from St. John's Church (churchyard maintenance) had been received. However, Councillor Price had a declared interest and Councillor Harris was not at this meeting. As a result, a recommendation and proposal will be brought to the next meeting.

Planning Matters

The Planning report had been circulated to councillors with the meeting documentation.

The new 250 residential housing development at Sandymoor (2023/00504/ADJA) was discussed, but it was decided not to make any comment, as being in a neighbouring Borough it would have little or no influence. Councillor Lacey asked whether there had been any applications for Pool Lane, as a shed had been put up there. It was confirmed that nothing had been received, the Advisory Group would look out for this. Nothing further had been heard about the Moore Farm Shop.

Climate and Ecological Emergency Group

Councillor Bowles said there was nothing new to report but she had circulated to councillors a list of the Group's achievements and would now regroup, refresh and keep up the momentum in the coming year.

Report from Village Betterment Advisory Group

No meeting.

Councillor Hardie followed up on his email about items for the time capsule and stressed the urgency with councillors.

The Chair asked Councillor Karalius whether she could provide a report for the next meeting on Gardenia's activities over the last quarter and plans for the coming quarter.

Action – Councillor Karalius to organise a report.

29. Internal and External Audit.

Councillors had been sent copies for their perusal of Section 1 and 2 of the AGAR for 2022/23, along with copies of the Receipts and Payments Account for Y/E 31/03/23 and the Internal Audit Plan. All these reports had been considered by the councillors.

It was resolved that the Annual Governance Statement be accepted and approved. Proposed by Councillor Lacey and seconded by Councillor Williams, all in favour.

It was resolved that the Receipts and Payments Account for 2022/23 be accepted and approved. Proposed by Councillor Lacey and seconded by Councillor Williams, all in favour.

It was resolved that the Accounting Statements be accepted and approved. Proposed by Councillor Lacey and seconded by Councillor Williams, all in favour.

The Clerk explained that there now had to be an annual review of the effectiveness of Internal Audit and he explained the Audit Plan put forward by JDH Business Services Ltd.

It was resolved that the Parish Council approved the Internal Audit Plan put forward by JDH Business Services Ltd.

Action - It was agreed that in future years this documentation would be put before the Parish Internal Audit Group who would bring their recommendations to the full Parish Council.

30. Report on Parish Matters

Local Plan.

Councillor Lacey gave councillors a detailed update, but stated that the PC should remain vigilant and continue to support the SWPG.

She added that John Groves had put together a very thorough piece of work on behalf of SWPG and this had been circulated to all councillors by the Clerk.

Other Parish Matters

None

31. Reports from Appointed Representatives

Footpaths – Councillor Price – Councillor Hardie asked about the path which crosses the field on Mill Lane.

Action – Councillor Price will check this out.

Councillor Bennett explained the criteria which must be adhered to by landowners with paths across their fields. A 1 metre wide strip must be sprayed off.

Roads/Traffic and Street Lighting – Councillor Bennett – large pothole on A56 near to the Toast Rack Bridge, going towards Warrington.

There is glass on the road at Holly Hedge Lane following the recent accident.

An artic lorry has again caused havoc down Holly Hedge Lane and got stuck in Mr Priestner's field, in an attempt to turn round and then had to be towed out by Councillor Bennett. These vehicles should be made to reverse out of Holly Hedge Lane.

On the Halton side of the boundary all the grids have now been cleared out.

Action – Clerk to report to WBC.

Walton Hall Estate – Cllr. Price – No report as yet. This will be circulated as soon as it is received.

32. Review of Correspondence

Co-op Community Fund.

Councillors to advise any local organisations of the availability of this fund, providing they meet the criteria.

Noise complaint by a Moore resident from motorbike activity on a councillor's land.

Councillors discussed the content of the email which had been received by the Clerk on the 16th April.

Councillors decided that this was a noise complaint and should be directed by the complainant to the Local Authority, in this case Halton.

Action – Clerk to advise the complainant.

33. Date and time of next meeting

The next meeting of the Parish Council will be Thursday 8th June 2023, at St. John's Community Church Hall, Old Chester Road, Walton, commencing at 7.00pm.

The Chairman thanked everyone for attending the meeting. The meeting closed at 21.13 hrs.