Stockton Heath Parish Council

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Dear Councillor

I hereby summons you to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** which will be held at the **SANDY LANE CENTRE, SANDY LANE, STOCKTON HEATH** on **TUESDAY 18 MAY 2021,** commencing at **7.30pm** for the consideration of the subjects mentioned below.

Yours sincerely
Lara Jacob
Clerk to the Council 12 May 2021

AGENDA

21/001 **Appointment of Chair for the ensuing year**

21/002 **Appointment of Deputy Chair for the ensuing year**

21/003 **Apologies**
To receive and accept apologies given for non-attendance**.**

21/004 **Members' Acceptance of Office and of the Code of Conduct, Register of Interests and Declarations of Interest**

All councillors to confirm that they have signed the Declaration of Acceptance of Office and that they will observe the Code of Conduct.
All councillors to confirm that they have provided, or will provide within 28 days, a copy of the register of members' interests.
Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda no later than when the item is reached. Declarations are a personal matter for each Member to decide and the decision to declare, or not, is the responsibility of the Member based on the particular circumstances. Dispensations on any declarations of pecuniary interest made either before or during the meeting to be then considered by the Parish Council and any dispensations documented accordingly.

21/005 **Public Participation**

In accordance with Standing Order 3 (d,e,f,g,h,i) - The meeting shall be adjourned for a maximum of 30 minutes for Public Participation. Speeches will not last more than 3 minutes. No elector will be allowed to speak more than once on any one subject.
5.1 PCSO Monthly Report
5.2 Members of the Public

21/006 **Minutes**

6.1 Parish Council

The minutes of the Monthly Meeting of the Parish Council held on Tuesday 13 April 2021 to be confirmed as a true record and signed by the Chairman (enclosed on yellow).

6.2 Land Assets Committee

The minutes of the Land Assets Committee held on Tuesday 20 April 2021 to be confirmed as a true record and signed by the Chairman (enclosed on white).

6.3 Planning, Finance and General Purposes Committee

The minutes of the extra meeting of the Planning, Finance & General Purposes Committee held on Monday 26 April 2021 to be confirmed as a true record and signed by the Chairman (enclosed on pink).

6.4 The minutes of the Planning, Finance & General Purposes Committee held on Tuesday 4 May 2021 to be confirmed as a true record and signed by the Chairman (enclosed on pink).

21/007 **Matters to be resolved from minutes**

Planning, Finance and General Purposes Tuesday 4 May 2021

(minute P20/125) **Recommended** that full council resolve to accept The Statement of Receipts and Payments for the Financial Year 2020/21 as a true representation of the financial position of the parish council at 31 March 2021.

21/008 **Report on actions from previous minutes and on correspondence received**

To receive and note the above reports (appended).

21/009 **Councillors' Reports**

To report any matters that have been raised to councillors since the Monthly Parish Council Meeting held on Tuesday 13 April 2021.

21/010 **Co-option to the vacancy on the Parish Council**

To consider expressions of interest received for the vacancy in the East ward.

21/011 **General Power of Competence**

To consider the continuation of the General Power of Competence, the power to 'do anything individuals may generally do' provided it is not prohibited by other legislation or restrictions. Stockton Heath Parish Council meet the qualifying criteria as per The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012:
Two thirds of the Council are elected, at the time of the resolution and the clerk holds the Certificate in Local Council Administration (CiLCA).

21/012 **Appointment of Committees and Working Parties**

To agree the Committees and Working Groups for 2021/22 and **to appoint** members.

21/013 **Appointment of representatives on Outside Bodies**

To appoint members to represent the Parish Council on outside bodies for 2021/22.

21/014 **Meetings of the Parish Council and the Planning, Finance and General Purposes Committee**

To agree the dates and times of meetings (proposed calendar enclosed).

21/015 **Retiring members of the Parish Council**

To consider the proposal that a letter and a commemorative gift (costing £15 each) is sent to each retiring councillor in thanks for the service given to the parish (details of the gift circulated in advance of the meeting).

21/016 **Grant application**

To consider (if received) aa application from the Stockton Heath Festival trust for a donation towards hosting a mini-festival.

21/017 **Planning Applications**

To consider a response to the following planning applications received:

2020/38389 Rooftop Terrace to Expedition, 89 London Road (located over 89 & 91 (Expedition & Bistro Pierre, Stockton Heath, Warrington
Full Planning - Proposed rooftop terrace dining area with a retractable roof awning
Amended plan – heritage and design statement amended 5 May 2021
https://tinyurl.com/272y379m

2021/39351 28, Bedford Street, Stockton Heath, Warrington, WA4 6LY
Householder - Single storey front and side extension
https://tinyurl.com/46ukj5y5

21/018 **Employment Matters**

16.1 **To resolve** the appointment, on completion of the three-month probationary period, of the Parish Rangers.
16.2 **To consider** the request from the clerk for permission to undertake additional employment.

21/019 **Future Agenda Items and Items for Publicity**

To agree any items to be placed on a future agenda, publicised through the website, newsletter or by report to the press and media.

Matters for discussion in closed session

Public Bodies (Admission to Meetings) Act 1960 s.2
A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

21/020 **Date and Time of Next Meeting**

Tuesday 8 June 2021, 7.30pm

Stockton Heath Parish Council

MINUTES OF THE MEETING OF STOCKTON HEATH PARISH COUNCIL HELD ONLINE via ZOOM ON TUESDAY, 13 APRIL 2021 AT 7.30PM.

Present: Councillor L Murphy (Chair)
Councillors S Barlow, S L Dean, H J Dutton, C E Jones, C E Jordan, D Robb, P Todd, P J Walker, and J C Wheeler.

Attending: Mrs L Jacob – Clerk; 6 members of the public; Warrington Borough Council officer.

A two minute silence was observed in memory of His Royal Highness Prince Philip, the Duke of Edinburgh.

20/205 Apologies

Apologies were received and accepted from Cllrs N Bent, S W Boggan, S H Taylor and G Welborn.

20/206 Declarations of interest

Cllr Wheeler and Cllr Walker, as member and substitute member of the Development Management Committee did not speak on any planning matters. Cllr Wheeler, as Chairman of Appleton Parish Council did not take part in the discussion of Item 20/223, the assistant clerk being an employee of Appleton Parish Council.

20/207 Public Participation

207.1 Presentation by WBC officer on tree planting across the borough
The Environmental Services Manager, who has responsibility for Parks and Open Spaces and Tree and Woodland Management across Warrington, outlined the broad policies of WBC in relation to tree planting and management. Stockton Heath benefits from long established tree stock, with the avenue of limes on Grappenhall Road of particular heritage significance. WBC's current focus is on the maintenance of current tree stock with limited financial resources available for new planting. However, the borough is keen to explore partnerships with parishes to enable new planting to take place, as has been the case in Walton and Culcheth. Councillors asked a range of questions including current maintenance and pruning schedules, replacement trees for those removed at the Forge Car Park and the financial mechanisms for parish councils to contribute. The officer suggested that his team could undertake a survey of Stockton Heath to identify potential areas for planting in late summer, ahead of the October planting period.
The officer left at 8.11pm
207.2 The WBC officer due to speak about the redevelopment of the Forge Car Park had given apologies.
207.3 PCSO Monthly Report
The monthly report contained three thefts of property and an incident of shoplifting; five thefts from motor vehicles which included catalytic converters, a laptop and number plates. There was a report of a burglary from a shed and several incidents of anti-social behaviour including disputes over parking, busking and youth anti-social behaviour incidents. Speed enforcement had taken place on Fairfield, Grappenhall and Chester Road and the Community Speedwatch programme is seeking volunteers.
207.4 Members of the Public
A resident reported that the coloured flags had been installed through the village

shopping street as a Welcome Back to the retailers who were permitted to open on 12 April 2021. The resident also thanked the parish council for its work in supporting the village and the community.
A member of the public thanked the parish council for uploading the walks information to the website.

20/208 Minutes

208.1 **Parish Council**

The minutes of the Monthly Parish Council Meeting held on Tuesday 9 March 2021 were confirmed as a true record and signed by the Chairman.

208.2 **Land Assets Committee**

The minutes of the Land Assets Committee held on Wednesday 3 March 2021 were confirmed as a true record and signed by the Chairman.

208.3 **Village Committee**

The minutes of the Village Committee held on Thursday 18 March 2021 were confirmed as a true record and signed by the Chairman.

208.4. **Planning, Finance and General Purposes Committee**

The minutes of the Planning, Finance & General Purposes Committee held on Tuesday 6 April 2021 were confirmed as a true record and signed by the Chairman.

20/209 Clerk's Report on Correspondence

The Clerk provided information received since Tuesday 9 March 2021 to 7 April 2021, for council to note and an update was provided by email prior to the meeting.

20/210 Updates on actions from the previous minutes

The following information made available prior to the meeting:
Parish Council, Tuesday 9 March 2021
210.1 (minute 20/193) Confirmation had been received that the Sandy Lane Centre can be available for parish council meetings, although, depending on the roadmap for the lifting of covid restrictions, it may not be possible to accommodate the public.
210.2 (minute 20/199) ChALC confirmed that the organisation does not offer ad hoc access to its services and will be unable to offer bespoke training for councillors, although councillors can access scheduled ChALC training at the non-member rate.

20/211 Councillors Reports

The following reports were made at the meeting:
Cllr Murphy referred to the election notices and thanked those councillors who were retiring from their parish council duties – Cllrs. Bent, Boggan, Robb and Welborn.
A private residence had undertaken unauthorised works to street trees on London Road; the borough council had been informed. Traffic officers had been alerted to frequent parking on double yellow lines on West Avenue by non-Blue Badge holders. A meeting was scheduled for 22 April for discussions between Stockton Heath Primary School and WBC regarding the redevelopment of the Forge Car Park.

Items for discussion and decision:

20/212 Annual Meeting of the Parish Council

The time and venue for the Annual Meeting of the Parish Council was discussed.
Resolved that the Annual Meeting of the Parish Council will be held on Tuesday 18 May 2021 at 7.30pm in the Sandy Lane Centre.

The feasibility of delivering the Annual Meeting of the Parish Council as a hybrid meeting (involving both face-to-face and remote access) was discussed. The clerk advised that research was underway to identify the necessary procedures and technologies which would need to be in place and cautioned that, given the timeframe, it was unlikely that this could be in place for the above meeting.

20/213 June Monthly Meeting

The proposal that the June meeting of the full council is convened after 21 June 2021 was discussed. The clerk advised that the Annual Governance Statement and Annual Return must meet the deadline of 30 June for submission to the external auditor.

Resolved that a provisional booking should be made to use the Sandy Lane Centre and that the decision on the timing of the meeting be deferred to the May meeting, when further information regarding remote meetings may be available.

20/214 Representation on remote meeting legislation

The proposal that the parish council make a representation to central government by completing the consultation survey form on remote meetings was discussed.

Resolved that individual councillors will respond to the survey.

20/215 Councillor introduction session

The proposal to hold a councillor introduction session by Zoom on Thursday 13 May 2021, to be delivered by the clerk was discussed.

Resolved that the training session will be offered on 13 May 2021, at 7.30pm.

20/216 Stockton Heath Calendar

The proposal to produce and sell a calendar based on old photographs of Stockton Heath was discussed.

Resolved that the item will be deferred to a future meeting.

20/217 Biodiversity Policy

The proposal that the Parish Council adopt an active, long term policy of Supporting Biodiversity/ Wildlife in Stockton Heath was discussed. The policy would set out the commitment of the parish council to undertake actions and make decisions that would encourage the diversity of plant, animal and insect life and discourage human actions which were disadvantageous to that aim.

Resolved that the Parish Council will adopt such a policy.

20/218 Welcome Back Recovery Fund

Actions and projects to support the return to the high street were discussed, and if an application should be made to Warrington Borough Council to access the central government Recovery Funding that had been made available.

Motion withdrawn by the proposer, following research which indicated that no mechanism existed for parish councils to directly receive monies from the fund.

20/219 Planning Applications

Cllrs. Walker and Wheeler were absent during this item.

To consider the following planning applications, received after the PFGP agenda was issued, to meet the statutory consultation deadline:

2020/38375 57, Westbourne Road, Stockton Heath, Warrington, WA4 6SE
Householder – Proposed single-storey rear extension and application of render to existing two-storey side extension and part of rear elevation.

No comment will be submitted.

2021/38924 Mulberry Tree Hotel, Grappenhall Road, Stockton Heath, Warrington, WA4 2AF
Full Planning - Proposed External refurbishment works to rear garden, including new lourve roof canopy system, new fencing / gates, external covered seating booths, external bar servery & associated works
No comment will be submitted.

2021/38925 Mulberry Tree Hotel, Grappenhall Road, Stockton Heath, Warrington, WA4 2AF Listed Building Consent (Grade II) for external refurbishment works to rear garden, including new lourve roof canopy system, new fencing / gates, external covered seating booths, external bar servery & associated works associated to FP 2021/38924
No comment will be submitted.

2021/39070 7, Greenbank Gardens, Stockton Heath, Warrington, WA4 2DR
Householder - Proposed single storey rear extension
No comment will be submitted.

2020/38103 18, Marlborough Crescent, Stockton Heath, Warrington, WA4 2EE
Householder - Proposed raise ridge/eaves height and loft conversion to create a 1st floor. Demolition of existing conservatory.
The concern raised by the Parish Council to previous amendments to this planning application, that the development is an overdevelopment of the host building and represents an overbearing nature to adjoining properties, will be reiterated. Councillors entered a “no comment” response to the first set of plans but subsequently felt, on viewing from street level, that those plans had failed to indicate clearly the scale of the development nor set the development within the context of surrounding buildings and open spaces.

20/220 Payments

Resolved to approve three of the four payments, with cheques to be signed by Cllr. P Todd and Cllr D Robb following the Covid secure procedure. The payment for the bench works would be reviewed as councillors felt the scope of the works had not been met. The decision on this payment will be taken by the Land Assets Committee at its meeting on Tuesday 20 April 2021.

Date: 13 April 2021							
		PAYMENT OF ACCOUNTS					
The following accounts are submitted for approval and payment by the Committee from the agreed Budget for 2020/2021							
Cheque				**Net**			
Number/	**Payee**	**Goods or Service**	**Amount**	**Amount**	**VAT**		
4207	Handyman & Property Services	Painting of Benches	£780.00	£780.00			
4208	Pest Protect	Pest Control Ackers Pit	£260.00	£260.00			
4209	Warrington Borough Council	Hire of Van for Rangers	£576.00	£480.00	£96.00		
4210	J Curtis	Weekend Litter Pick	£81.25	£81.25			
			£1,697.25	£1,601.25	£96.00		

20/221 Reports from Outside Bodies

Cllr Wheeler rejoined the meeting.

The following reports were received:

The opening of the Stockton Heath Library had been welcomed by the Friends group, who were progressing a photo exhibition project.

The community-led Biodiversity Group had convened two meetings, entitled the group Wild about Stockton Heath and were working on a constitution for the group.

20/222 Future Agenda Items and Items for Publicity

Cllr Walker rejoined the meeting**.**

It was agreed that the agenda for the May meeting will only contain necessary items and that no agenda items will go forward as a new council will be formed on 10 May 2021 following the election on 6 May 2021.

No items will be publicised.

20/223 Probationary Period of Assistant Clerk

Resolved to exclude the press and public from this item as personal information would be discussed.

Cllr Wheeler left the meeting. Members of the public left the meeting.

Resolved that, following the successful completion of the probationary period, the appointment of the Assistant Clerk was confirmed.

20/224 Date and Time of Next Meeting

Tuesday 18 May 2021, 7.30pm at the Sandy Lane Centre.

STOCKTON HEATH PARISH COUNCIL

MINUTES OF THE LAND ASSETS COMMITTEE HELD ON TUESDAY, 20 APRIL 2021, AT 6.30PM VIA ZOOM.

Present: H J Dutton (Chair)
Councillors S L Dean, C E Jones and P Todd.

Attending: Mrs. L Jacob (Clerk); A Young.

The meeting started at 6.45pm

L20/047 **Apologies**
Apologies were received and accepted from Cllrs J C Wheeler.
Mr. F Lythgoe and Mr. M Monks of Warrington Anglers Association did not attend.

L20/048 **Declarations of interest**
No interests were declared.

L20/049 **Public Participation**
No members of the public were present.

The following information was provided prior to the meeting:

L20/050 050.1 A leaning tree at Ackers Pit (Mill Lane footpath junction with Ackers Road) had been investigated by a tree specialist. The inspection found that there was no immediate danger of the tree falling, with no sign of root uplift. The conclusion was that the tree was struggling for light, competing against other self-seeded species. An invoice of £54 had been paid for the inspection and report.
050.2 In response to concerns raised by residents about the increased sightings of rats at Ackers Pit, notices had been posted to advise users to reduce feeding.
050.3 The swan pair had constructed a nest at the Ackers Road/Ackers Lane end of the Pit and several eggs had been observed in the nest. A resident had supplied signage, approved by the Committee, to request users to the Pit maintain their distance whilst observing the nesting activity.
050.4 Some anti-social behaviour in terms of littering, bin displacement and broken glass had been reported.
050.5 Work had begun on reducing vegetative growth on the areas of Mill Lane where wildflower seeds are scheduled to be sown. Signs to advise users of the field of the work-in-progress had been posted.
050.6 A meeting had taken place between the clerk, members of the Stockton Heath Allotments Association and a resident to agree a procedure for the resident to access the area to the rear of his property to allow replacement of a wooden fence with a stone fence. A letter detailing the arrangements had been sent to the resident.

Matters for discussion

L20/051 **Pest Control – Ackers Pit**

The report and recommendations of the pest control contractor were discussed.

Agreed that the pest controller will be asked to position an underground trap and monitor its effectiveness; that a draft policy on the Parish Council's approach to pest management will be brought to the next meeting and that enquiries will be made to other councils on their approach to pest issues on open land.

L20/052 **Brash Removal – Ackers Pit**

Thanks were extended to Anita Young for the work on repurposing the brash bundles across the Pit.

Agreed that the larger branches near the old water inlet will be shredded at the next opportunity when other works take place; that the area of cut brambles and the area of discarded reeds will be left in situ for nesting creatures and removed in the autumn.

L20/053 **Marginal Planting – Ackers Pit**

Anita Young was thanked for her research on marginal planting.

The contents of the report were discussed in the context of the erosion to the banking.

L20/054 **Erosion of Banking – Ackers Pit**

The options available to prevent further erosion of the banks of the lake were discussed. The planting of marginals on the banking whose roots would mesh and provide stability was discussed as an option. The previous work by WAP Lawton was also discussed.

Agreed that the water bailiff will be asked to contribute to the discussion and that Lawton's will be invited to visit the site to discuss options.

L20/055 **Work to benches – Ackers Pit**

The costings provided by the contractor for repair and renovation works carried out to the benches were discussed.

Agreed that the contractor will be asked to sand, clean and stain "Fred's bench, situated close to the wooden bridge and the bench on the bend to the right of the weir when facing the weir and also be asked to carry out more works on the older style benches to try to match the depth of colour of the wood stain across the old and new wooden slats.

Agreed that the full amount of the invoice presented will be paid on satisfactory completion of the above works.

L20/056 **Events**

The feasibility of planning for events or activities in the coming months was discussed.

Agreed that in principle, covid restrictions permitting, the Bat Walk event should be organised for September; a natural history talk could be delivered by Zoom around October half-term and that a partnership

with The Friends of the Library could be explored to deliver an event based on the history of the Pit and Mill Lane field.

L20/057 **Items for Newsletter or Publicity**

The following items were agreed for the newsletter (expected in July) – publicity of events; update on wildlife at Ackers Pit.

L20/058 **Matters for next agenda**

The following items were agreed for inclusion on next the agenda: consider resident request for benches; draft of pest management policy; events update.

L20/059 **Date and Time of Next Meeting**

TBC - June 2021

Meeting closed at 8.18pm

STOCKTON HEATH PARISH COUNCIL

An extraordinary meeting of the Planning, Finance & General Purposes Committee was held on Monday 26th April 2021, commencing at 7:30pm via Zoom.

Present: Councillors P Todd (chair)
Councillors C Jones, H Dutton, D Robb and P Walker (arrived 7.32pm)

Attending: Mrs I Derbyshire (Assistant Clerk)

P20/114 Apologies

Apologies were received and accepted from Cllr L Murphy.

P20/115 Declarations of interest

No interest were declared.

P20/116 Public Participation

. There were no members of the public present.
Councillor P Walker arrived.

P20/117 Planning Applications

Councillor Walker, a member of the Development Management Committee, stayed in the room, contributed to the discussion, but took no part in the vote on the decision on the comment to be submitted on Planning Application 2020/38228

a) Responses to planning applications received from 9 April 2021 are detailed in the appended table.

b) There were no notifications of refused planning applications or applications referred to WBC Development Management Committee.

c) There were no updates on any other planning issues.

P20/118 Date and Time of Next Meeting

Next scheduled meeting Tuesday 4 May 2021 at 7.30 pm.

Meeting ended at 7.42pm.

P20/117 Planning Applications considered

Date Received	Planning Application Number	Address	Proposal	Comments
09/04	2021/39147	Arlington House, Ackers Road, Stockton Heath, Warrington, WA4 2EA	TPO Conservation area - Laburnum tree x1 to be felled from front of car park, as it is leaning heavily (at 45 degrees) and represents a risk. No new tree will be replanted.	Although the Parish Council understands that the tree needs to be felled and represents a risk, there is concern that a replacement will not be planted. Councillors felt that there is scope for another tree to be planted and ask that the officer takes this comment into consideration when making the decision.
13/04	2020/38228	The Forge Car Park, Off West Avenue, Warrington, WA4 6HW	Full Planning - Proposed extension to existing car park, CCTV and associated works	No comment
16/04	2020/38418	6-8, Walton Road, Stockton Heath, Warrington, WA4 6NL	Full Planning - Change of use Mixed Use Restaurant/Takeaway, including proposed extraction system through the roof	No comment

STOCKTON HEATH PARISH COUNCIL

A meeting of the Planning, Finance & General Purposes Committee was held on Tuesday 4 May 2021, commencing at 7:30pm via Zoom.

Present: Councillor P Todd (Chair)
Councillors H Dutton, C Jones, L Murphy and D Robb.

Attending: Mrs I Derbyshire (Assistant Clerk)

P20/119 Apologies

Apologies were received and accepted from Cllr S H Taylor.
Cllr P J Walker was absent.

P20/120 Declarations of interest

No interests were declared.

P20/121 Public Participation

There were no members of the public present.

P20/122 Accounts for Payment

122.1 **Resolved** that approval be given for payment of the accounts as detailed on the schedule of payments dated to 4 May 2021 (appended below), with arrangements for cheques to be signed by Cllrs. Todd and Robb following the COVID-19 procedure.

122.2 **Noted** that following the receipt of the precept into the National Westminster Bank account, the following transfers were necessary to reduce the balance in that account to below £85,000 (Financial Services Compensation Scheme limit), therefore

Resolved that a transfer of £79977.39 be made from the National Westminster Bank to the Nationwide Building Society

122.3 **Resolved** that a transfer of £345.30 be made from the National Westminster Bank to the Mansfield Building Society.

122.4 **Resolved** that the payments below be made by Standing Order and Direct Debit for the financial year 2021/22. They will be recorded on the Schedule of Payments sheet each time payment falls due.

STANDING ORDERS	
Part of Staff Salaries paid on 20th of each month	
Member of Staff	Amount
A	£500.00
B	£1000.00
C	£550.00
D	£550
Cheshire Pension Fund	
Monthly Employer and Staff pension contributions paid 6th of each month	£902.85
DIRECT DEBIT	
BT Payment Services Ltd – Quarterly Office Telephone Account including Broadband	Variable
Wavenet - Internet Service Provider	£11.28

122.5 **Resolved** that the annual payment to the Information Commissioner's Office be set up as a direct debit.

The Assistant Clerk advised that the company Avanti do not operate a direct debit system.

P20/123 Receipts

123.1 The receipt of monies into the following accounts was noted:

20 April 2021 National Westminster Bank. Precept	£141,752.00
30 April 2021 National Westminster Bank. Monthly Interest	£0.15

123.2 **Noted** that an invoice for the annual rent due on Stockton Heath allotments will be issued in the next month, for £595.

P20/124 Statement of Receipts and Payments for the Financial Year 2021/22

The Statement of Receipts and Payments for the period to 30 April 2021 was noted.

P20/125 Statement of Receipts and Payments for the Financial Year 2020/21

The Statement of Receipts and Payments for the Financial Year 2020/21 was noted **Recommended** that full council resolve accept the statement as a true representation of the financial position of the parish council as at 31 March 2021.

P20/126 Bank Reconciliations

Noted that Cllr H J Dutton had verified and signed the bank reconciliations and bank statements from October 2020 to March 2021.

P20/127 Audit 2020/2021

Noted that the relevant paperwork will be delivered to the Internal Auditor on the 13 May 2021.

P20/128 Annual Review of Insurance

Resolved that, after reviewing quotations, the annual insurance for the Parish Council be renewed with the same company, Community First Trading Limited, on a three year term with an annual premium of £534.20.

P20/129 Annual Renewal Membership of CPRE

Resolved to renew the annual membership of CPRE (Campaign to Protect Rural England) at £36.

P20/130 Planning Applications

a) Responses to planning applications received from 14 April 2021 to 4 May 2021 are detailed in the appended table.
b) There were no notifications of refused planning applications or applications referred to WBC Development Management Committee.
c) There were no updates on any other planning issues.

P20/131 Date and Time of Next Meeting

Next scheduled meeting Tuesday 1 June 2021 at 7.30 pm.

The meeting ended at 8.10pm.

Councillor Todd expressed her thanks, on behalf of the Parish Council, to Councillor Dorothy Robb, who was stepping down at the May elections, for her valued support over the years to both the Planning, Finance and General Purposes Committee and the Parish Council.

P20/122

PLANNING, FINANCE AND GENERAL PURPOSES COMMITTEE

PAYMENT OF ACCOUNTS

The following accounts are submitted for approval and payment by the Committee from the agreed Budget for 2020/2021
Date: 4 May 2021

Payee	Goods or Service		Net	Vat	Gross
Staff Salaries	Salaries April 2021		4,495.83		4,495.83
Avanti	Printing Costs	Stationery/Printing	11.87	2.38	14.25
SLCC	Course Managing Elections L Jacob	Staff/Councillor Training/Development	15.00	3.00	18.00
SLCC	Course Creating Accessible Word & Pdf Documents L Jacob	Staff/Councillor Training/Development	30.00	6.00	36.00
SLCC	Course Creating Accessible Excel Documents I Derbyshire	Staff/Councillor Training/Development	35.00	7.00	42.00
Chalc	Course Chairman Course P Todd	Staff/Councillor Training/Development	40.00		40.00
Livewire	Office Rent	Parish Office Rental/Costs	750.00		750.00
Northwich Town Council	Liners for Wall Baskets	Provision of new Planters/Barrier Baskets	200.00	40.00	240.00
Northwich Town Council	Watering Extra	Floral Decorations	122.50	24.50	147.00
Staff Reimbursement	Zoom Virtual Meeting		11.99	2.40	14.39
Staff Reimbursement	Antivirus for computers		41.66	8.33	49.99
Wavenet	Internet Charges		9.40	1.88	11.28
			5,763.25	**95.49**	**5,858.74**

P20/130 Planning Applications considered

Date Received	Planning Application Number	Address	Proposal	Link
14/04	2021/39168	8a, Marlborough Crescent, Stockton Heath, Warrington, WA4 2EE	Householder - Proposed Single storey side extension, garage conversion and rendering of existing walls	No comment
21/04	2021/39205	24, Stanley Avenue, Stockton Heath, Warrington, WA4 2DY	- Proposed Single storey side extension	No comment
23/04	2021/39243	6, Newlands Road, Stockton Heath, Warrington, WA4 2DS	Single Storey rear extension	No comment
20/04	2021/39169	8, East Avenue, Stockton Heath, Warrington, WA4 2BA	Proposed Two storey side and rear extension together with construction of car parking area and associated works	Concern raised that proposed extension will diminish the quality of light to the property at 10 East Avenue.
26/04	2021/39242	57, West Avenue, Warrington, WA4 6HX	Proposed single storey rear extension	No comment
28/04	2021/39263	Land Adjacent To 12 Raymond Avenue, Stockton Heath, Warrington, WA4 2UZ	Full Planning - New build dwelling house	No comment
30/4	2021/39273	1a Parkgate Road Stockton Heath Warrington WA4 2AP	TPO – Proposed Pruning	Information Only

Item 007 The Statement of Receipts and Payments for the Financial Year 2020/21

Year Ended		Year Ended
31-Mar-20		31-Mar-21
£		£
	RECEIPTS	
132,770.00	Precept	140,708.00
-	Council Tax Support Grant	-
575.00	Rental Income	590.00
1,377.21	Interest	693.41
3,641.00	Miscellaneous Income	410.00
10,196.34	Vat Refunded	8,156.42
148,559.55	**TOTAL RECEIPTS**	**150,557.83**
	PAYMENTS	
52,175.28	People Costs	54,088.37
9,317.56	Office Costs	13,858.90
2,270.00	Grants	4,550.00
30,596.29	Village	19,844.44
17,875.92	Land Assets	6,053.82
16,640.00	Police Community Support Officers	16,640.00
3,720.00	Youth Provision	3,720.00
5,966.00	General Contingency/Miscellaneous	0.00
11,162.28	Vat Paid	6,084.09
149,723.33	**TOTAL PAYMENTS**	**124,839.62**
	CASH ACCOUNT	
69,582.60	1 April 2019 - Cash Balance - 1 April 2020	68,418.82
148,559.55	ADD Total Receipts	150,557.83
218,142.15		
149,723.33	DEDUCT Total Payments	-124,839.62
68,418.82	**31 March 2020 Balance 31 March 2021**	**94,137.03**
	ANALYSIS OF CASH ACCOUNT	
13,218.82	General Fund	39,137.03
	Earmarked Funds	
0.00	Office Costs/Rent Accrual	0.00
2,500.00	Parish Office rental	0.00
2,200.00	Election Costs	6,700.00
1,000.00	Equipment Renewal	1,500.00
1,000.00	Parish Ranger Costs	0.00
	Tree Works	2,400.00
	Purchase Structures on Land	2,500.00
	Purchase Assets on Land	2,000.00
13,500.00	Library Commitment	4,500.00
	War Memorial Maintenance	400.00
0.00	Youth Provision	0.00
0.00	Lumb Brook Tree Action Group for Willow Drive	0.00
0.00	General Asset Reserve	0.00
35,000.00	General Reserve	35,000.00
68,418.82		**94,137.03**

The above statement represents fairly the financial position of the Parish Council as at 31 March 2021 and reflects its receipts and payments during the year

Approved by the Parish Council on 18 May 2021

Responsible Financial Officer Chair 2020/2021

Item 11

Report on actions taken since the previous meetings

Meeting	Minute Reference	Action Taken	Next Action
Full Council 13 April 2021	20/217	Research underway into policies adopted by other councils	Draft Policy will be brought to a future meeting for discussion
Land Assets 20 April 2021	L20/051	Enquiries made to other councils regarding pest management approach. Research underway into policies adopted by other councils	Information will be brough to next Land Assets Committee for consideration
Land Assets 20 April 2021	L20/056	Provisional arrangements for a Bat Walk event underway for 4 September with an online information event prior to the walk	
Planning, Finance and General Purposes 26 April 2021		No actions highlighted	
Planning, Finance and General Purposes 4 May 2021		No actions highlighted	

Report on Correspondence received since the last Full Council meeting on 13 April 2021

Date	**Subject of correspondence**	**Actions**
19/04	Trader wishing to carry out temporary food stall at Victoria Square	Referred to WBC as landowners
22/04	Neighbourhood Alert Bulletin – burglaries at homes in Grappenhall and Stockton Heath in preceding weekend	To note
27/04	Resident – concerned about planning permission granted for property that may overlook their property.	Referred to borough councillor as planning decision has already been made.
29/04	Resident concerned that Wildflowers in lower field would impede his access to the back door made in property boundary	Advised that there is no permitted access from the property to the field and that no planned wildflowers were being sown in the lower field although what nature may provide is out of parish council control
30/04	Resident – concerned about height of trees on Mill Lane	Reassured trees are inspected and referred to Tree Policy

30/04	ChALC/NALC updates	Forwarded to all
01/05	Neighbourhood Alert – PCSO Surgeries 6, 13, 19 and 28 May	To note
04/05	Traffic Notice – closure of pathway from Forge to Medical Centre	Forwarded to all
06/05	Resident – heavy rainfall unable to drain and flooding dropped kerb area in front of garden parking area	Referred to WBC
10/05	New Code of Conduct issued by Warrington Borough Council	Consider adoption at June meeting

COMMITTEES AND WORKING PARTIES

The Chair and Deputy Chair of the Parish Council are ex-officio members of all Committees and Working Groups:

The following committees and groups were in operation in the previous civic year:

Planning, Finance and General Purposes Committee (PFGP)

Village Committee

Land Assets Committee

Employment Committee

Communications Group

Local Plan Response Group

Agenda Item 012 and (overleaf) 013

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

The parish council sent representation to the following bodies in the previous civic year:

Campaign to Protect Rural England (CPRE)

Warrington Public Rights of Way Forum

Parish Footpath Wardens

Police and Crime Commissioner Surgery Meetings

Stockton Heath Walking Day Representative

Friends of Alexandra Park

Fred Pendlebury Trust Legacy

Chair and Deputy Chair - as requested by the Trust

Promote Stockton Heath

South Warrington Libraries in Stockton Heath (SWISH) Friends Group

Wild about Stockton Heath

STOCKTON HEATH PARISH COUNCIL

MEETINGS OF THE PARISH COUNCIL
For the civic year 2021 - 2022

TUESDAY 8 JUNE, 2021

TUESDAY 13 JULY, 2021

AUGUST IN RECESS

TUESDAY 14 SEPTEMBER, 2021

TUESDAY 12 OCTOBER, 2021

TUESDAY 9 NOVEMBER, 2021

TUESDAY 14 DECEMBER, 2021

TUESDAY 11 JANUARY 2022

TUESDAY 8 FEBRUARY 2022

TUESDAY 8 MARCH 2022

TUESDAY 12 APRIL 2022
(ANNUAL PARISH MEETING PRECEDING)

TUESDAY 10 MAY 2022

COMMENCING AT 7.30 P.M.

Normally at Stockton Heath Library, Alexandra Road Stockton Heath, WA4 2AN

(for virtual meetings during Covid restrictions, check the agenda posted on the noticeboard and on our webpage www.stocktonheathpc.org.uk)

STOCKTON HEATH PARISH COUNCIL

MEETINGS OF THE
PLANNING, FINANCE AND GENERAL PURPOSES COMMITTEE
for the civic year 2021- 2022

TUESDAY 1 JUNE 2021

TUESDAY 6 JULY 2021

TUESDAY 3 AUGUST 2021

TUESDAY 7 SEPTEMBER 2021

TUESDAY 5 OCTOBER 2021

TUESDAY 2 NOVEMBER 2021

TUESDAY 7 DECEMBER 2021

TUESDAY 4 JANUARY 2022

TUESDAY 1 FEBRUARY 2022

TUESDAY 1 MARCH 2022

TUESDAY 5 APRIL 2022

TUESDAY 3 MAY 2022

COMMENCING AT 7.30 P.M.

Normally at Stockton Heath Library, Alexandra Road Stockton Heath, WA4 2AN

(for virtual meetings during Covid restrictions, check the agenda posted on the noticeboard and on our webpage www.stocktonheathpc.org.uk)

Registered Charity No 1127698

45 Chester Road
Stockton Heath
Warrington
WA4 2RZ

11 May 2021

The Parish Clerk
Stockton Heath Parish Council
Stockton Heath Library
Alexandra Road
Stockton Heath
WA4 2AN

Dear Lara
Stockton Heath Festival 2021
Application for Grant from Stockton Heath Parish Council

I am writing on behalf of the Festival Executive Committee to make an application for a grant of £1,000.00 from Stockton Heath Parish Council towards the cost of putting on a mini Festival in Stockton Heath which will take place over the period 19 – 21 August 2021.

Regrettably, it is not possible due to Covid to organise our usual full Festival but we are trying to show that the Festival in the village is still active and we hope to resume a full Festival in July 2022.

As you are aware the Festival brings together the Community of the Village and your support this year would be very much appreciated.

Look forward to hearing from the Parish Council after consideration but if you require any further information please contact me.

Yours Sincerely
David Craggs
R David Craggs
Treasurer and Trustee Stockton Heath Festival Trust
07790 976916