Stockton Heath Parish Council

Stockton Heath Library, Alexandra Road, Stockton Heath WA4 2AN
Telephone / Fax: (01925) 210558 Email: clerk@stocktonheathpc.org.uk
Web: www.stocktonheathpc.org.uk

Dear Councillor

YOU ARE SUMMONED TO ATTEND A MEETING OF THE PLANNING, FINANCE AND GENERAL PURPOSES COMMITTEE TO BE HELD AT STOCKTON HEATH LIBRARY ON TUESDAY 6 SEPTEMBER 2022 COMMENCING AT 7.30PM.

Lara Jacob
Clerk to the Council 30 August 2022

AGENDA

P22/040 Apologies

To receive and accept apologies.

P22/041 Declarations of interest

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.

P22/042 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.

P22/043 Accounts for Payment

43.1 To agree payment and authorise payments in settlement of the Schedule of Payments up to 30 August 2022 (details to date appended and update at meeting).

43.2 Update on any other financial matters

P22/044 Receipts

To note the receipt of monies into the following accounts
For the period 1 August 2022 to 31 August 2022

Refund of overpayment to Wavenet due to an error made by Wavenet - £15.19

P22/045 Statement of Receipts and Payments to date 2022/23

The statement is presented to the committee as it shows the amount spent from each cost centre to date, advises on the commitment to expenditure for the rest of the financial year and shows the funds currently held by the parish council to meet the planned expenditure.

To note the Statement for the period to 31 August 2022 (to follow).

P22/046 Cheshire Railings

To consider the quotations received. (Enclosed).

P22/047 Noticeboard

Update for Pilling Gardens.

P22/048 Cumulative Impact Assessment

To consider a response to the survey.
https://www.smartsurvey.co.uk/s/wbcCIA072022/

P22/049 Budget (2023/24) Timetable

To discuss a potential timetable for setting the budget for 2023/24. (Enclosed)

P22/050 External Auditor

To discuss and recommend whether to opt out of the SAAA central external auditor appointment arrangements, following correspondence received. (Enclosed).

P22/051 Risk Management Register

To review and recommend the adoption of the Risk Management Register following the annual review.
https://stocktonheathpc.org.uk/wp-content/uploads/simple-file-list/Policies/Risk-Management-register-Sept-2021.pdf

P22/052 SLCC National Conference

To consider the request of the clerk to attend the National Conference on 2 and 3 November 2022 and agree expenditure. (Enclosed).

P22/053 Planning Applications

53.1 **To consider** a response to planning applications received as detailed in the appended table.

053.2 **To note** notifications of **refused** planning applications and any applications which have been referred to or decided by the WBC Development Management Committee (appended where received and any updates to be provided at the meeting).

053.3 **To receive** updates on any other planning issues.

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.

P22/054 Date and Time of Next Meeting

Tuesday 27 September 2022 at 7.30 pm.

P22/043 Schedule of Payment

The following accounts are submitted for approval and payment by the Committee from the agreed budget for 2022/23

Payee	Goods or Service provided	Budget Heading	Net	VAT	Gross
Internet Banking Transfers					
Staff Costs	Staff Salaries	People Costs	4640.32	0.00	4640.32
Nat West	Bank Charges	Office Costs	0.70	0.00	0.70
Nat West	Bank Charges	Office Costs	26.75	0.00	26.75
Glasdon	Seats x 2 Ellesmere Road	Village	1,237.24	247.45	1,484.69
Pest Protect	Pest Control Ackers Pit	Land Assets Ackers Pit	260.00	0.00	260.00
Northwich Town Council	Watering July 22	Village	980.00	196.00	1,176.00
Warrington Borough Council	Grass Cutting Q1 Mill Lane	Land Assets Mill Lane	160.80	32.16	192.96
Bellfield Landscapes	Grass Cutting Ackers Pit	Land Assets Ackers Pit	175.00	35.00	210.00
Eyelid Productions	Annual Website Support	Office Costs	100.00	0.00	100.00
		Total	**7580.81**	**510.61**	**8091.42**
Debit Card Transactions					
Amazon	Paper	Office Costs	54.32	10.86	65.18
RSPB	Bat Detectors	Land Assets Other	233.33	46.67	280.00
		Total	**287.65**	**57.53**	**345.18**
Standing Orders/Direct Debits					
Wavenet	Computer Charges	Office Costs	9.40	1.88	11.28

P22/053 Planning Applications to consider

Date received	Planning Application Number	Address	Proposal	Weblink to Planning documents
06/09	2022/41909	1 Summerville Gardens, Stockton Heath, Warrington, WA4 2EG	A single storey rear and part double part first floor, side extension.	https://tinyurl.com/4r2nea42
26/08	2022/41670	Bright Futures Care, 82 Ackers Road, Stockton Heath, Warrington, WA4 2BP	Proposed remedial work to x1 tree TPO	https://tinyurl.com/3sc7d9v7

Quote Number	QUE010513

BELL GROUP (NORTHWEST) Unit 40 Gateway Trade Park, Kerfoot St. Warrington, WA2 8NT
northwest@bellgroup.co.uk
www.bellgroup.co.uk
01925235005

Customer Details

Warrington Borough Council
Judith Wheeler
New Town House , Buttermarket Street
Warrington, Lancashire WA1 2NH

Customer No. C1003559

Document Date 26. July 2022

No.	Description	Quantity	Unit of Measure	Unit Price	Discount %	VAT Identifier	Amount
Stockton Heath - Railings - Decs		1		1,201.33		UK20	1,201.33
						Total GBP Excl. VAT	**1,201.33**
						20% VAT	240.27
						Total GBP Incl. VAT	**1,441.60**

Bell Group (North West)
Unit 40 Gateway Trade Park
Kerfoot Street
Warrington
WA2 8NT

warrington@bellgroup.co.uk
www.bellgroup.co.uk

LH/NW00943

Stockton Heath Railings
Chester Road
Warrington
WA4 2RX

26th July 2022

For the attention of Judith Wheeler,

PROPOSED QUOTATION FOR EXTERNAL DECORATION TO RAILINGS (STOCKTON HEATH)

We thank you for your enquiry and have pleasure in offering to undertake the works, as per the outlined specification, for the various sums detailed in our quotation below and in accordance with the following:

1. All works to be carried out during normal working hours.
2. Bell Group U.K.'s Standard Terms and Conditions.
3. The quotation being based on a fixed price until 28th October 2022.

We trust this offer meets with your approval and await your further instructions, which will receive our immediate attention.

Yours faithfully,
For: - **Bell Decorating Group Limited**

Liam Hilton | Surveyor

DESCRIPTION OF WORK

STOCKTON HEATH RAILINGS, WARRINGTON (NEAR BETHESDA EVANGELICAL CHURCH)

- *PREPARE & PRIME RAILINGS WHERE REQUIRED*
- *APPLY TWO COATS OF EXTERIOR METAL PAINT TO RAILINGS*

All for the sum of: £1,201.33 exc. VAT

Alfred Bagnall & Sons (North West) Ltd
Coronation Road
Ellesmere Port
CH65 9AA

Tel: 0151 355 2091

Web: www.bagnalls.co.uk

Our Ref: 40513 **Your Ref:**

Judith Wheeler
Borough Councillor for Stockton Heath
Parish Councillor, Stockton Heath
Parish Councillor, Appleton

strive to obtain 3 estimates.

Dear Judith

Preparation and Painting of Cheshire Railings

We acknowledge and thank you for your recent enquiry and submit our quotation for your consideration.

Following our recent site survey, we offer to undertake the above works as follows:

For the sum of £1,875.00

This quotation is exclusive of VAT which will be added at the rate ruling when the work is carried out.

The above quotation is fixed for acceptance so as to allow completion prior to October 2022.

Specification – Prepare by hand clean by scraping, chipping, wire brushing and abrading to give a clean sound surface prior to applying:
1. One full coat of Surface Tolerant Epoxy Primer.
2. One full coat of High Build Undercoat/Intermediate.
3. One full coat of ML90 finish to match existing black and white.

As discussed at time of survey De-Veg work to be carried out by others and Parking/Toilet Facilities to made available in the adjacent Church.

Hours of Work - We have allowed for all work to be undertaken during the following working hours:
Monday – Friday 0800 – 1630hours or as otherwise mutually agreed.

Supervision - All coatings and pre-coating cleaning works will be undertaken by directly employed trained and certificated personnel.

A Contracts Supervisor/ Quality Assurance Representative will randomly visit site to establish that all aspects of the specification are being met.

A Contracts Manager will randomly visit the site to establish that all aspects of the contract are being met.

An independent Safety Advisor will randomly visit the contract to establish that all aspects of our site safety are to the requirements of the Health and Safety at Work Act (HASWA 1974) and Bagnalls in-house requirements.

Alfred Bagnall & Sons (North West) Ltd is a subsidiary of Alfred Bagnall and Sons Limited

Registered office: 6 Manor Lane, Shipley, West Yorkshire.
Registered No. 1042097 England

Directors S Bethell, S J Bagnall

Payment Terms - This offer is made subject to the mutual formal agreement of payment terms prior to the procurement for or commencement of any works.

Full terms and conditions are available from our website or on request from the above address.

We trust you will find this quotation of interest and look forward to hearing from you.

Yours sincerely

Stephen Coombes
Alfred Bagnall & Sons (North West) Ltd

Alfred Bagnall & Sons (North West) Ltd is a subsidiary of Alfred Bagnall and Sons Limited

Registered office: 6 Manor Lane, Shipley, West Yorkshire.
Registered No. 1042097 England

Directors S Bethell. S J Bagnall

ELM Consultants

Ecological Landscapes Management Ltd

34 Leinster Gardens, Runcorn, Cheshire, WA7 1EG
Mobile: 07867 309964 **Email:** elmconsultants@live.co.uk **Web:** www.elmconsultants.co.uk

QUOTATION

In case of a Query Contact: Eamonn Ritchie	Quote No: 635	Date:30/07/22	Project Ref: JW/SHPC

Description: Vegetation Management		Cost £	
Vegetation Management Bethesda Church on Lumb Brook Road in Stockton Heath to include the following. • Ecological survey of trees and surrounding vegetation to identify any protected species. • Contact WBC to establish if a footway closure is required. • Cut and chip small trees (chippings to remain on site) • Clear ground vegetation to allow for painting of railings. • Provide risk assessment and method statement.			
	Subtotal	£360	00
Notes Please note works can only commence on receipt of an official order number or letter of confirmation of acceptance of quotation.	**VAT**	£72	00
	Total	£432	00

Emailed Ian Langton at WBC on the suggestion of Judith Wheeler sending him photos of Pilling Gardens and asking him where he thinks it would be best to site the noticeboard.

Message from Ian Langton (WBC)

Thank you for your enquiry. I confirm that the land in question is subject to the Highway Act 1980, and as such will need to be considered by Highway Adoptions. The Council as private owner is not able to grant any rights over the adopted highway. I have forwarded the enquiry on to the correct section and trust they will be in touch shortly.

30.8.22

No response from Highway Adoptions. It was passed to a Chris Buck. Telephoned him today and he advised that it had been passed to John Ansell for him to do an underground search of services. He would chase him and get back to me.

No response so far.

CONSULTATION ON: CUMULATIVE IMPACT ASSESSMENT

Introduction

A licensing authority may publish a Cumulative Impact Assessment stating that it considers that the number of licensed premises, in respect of premises in one or more parts of its area, is such that it is likely that it would be inconsistent with the authority's duty to grant any further relevant applications in respect of premises in those areas.

The Council published a cumulative Impact Assessment in September 2019: cumulative_impact_assessment_template_v16_050919.pdf (warrington.gov.uk)

Why are we consulting?

Where a licensing authority has published a cumulative impact assessment it must within three years consider whether it remains of the opinion stated in the assessment. Before deciding whether it remains of that opinion the licensing authority must carry out a consultation.

What are the likely outcomes?

If having consulted the licensing authority decides that it is no longer of the opinion set out in the CIA, then it must publish a statement to that effect. The statement must make it clear that any reference to the CIA in its policy no longer applies. However, if after consulting the licensing authority decides that it is of the opinion set out in the assessment, it must revise the CIA to include a statement to that effect, and set out the evidence as to why it remains of that opinion.

The absence of a CIA does not prevent representations on the grounds that the premises will give rise to a negative cumulative impact, on one or more of the licensing objectives.

What are we consulting on?

The Home Office's revised Guidance published pursuant to section 182 of the Licensing Act 2003 states: "A cumulative impact assessment (CIA) may be published by a licensing authority to help it to limit the number or types of licence applications granted in areas **where there is evidence to show that the number or density of licensed premises in the area is having a cumulative impact and leading to problems which are undermining the licensing objectives**.

It is important that evidence included in the revised CIA is refreshed, robust and relevant to the current problems described. We have carried out a review of the evidence https://www.warrington.gov.uk/sites/default/files/2022-07/Cumulative%20Impact%20Assessment.pdf this includes the results of the previous public survey that sought peoples' views on each area, which was carried out between 26th April 2022 and 16th May 2022.

We are inviting views on whether there is evidence for each area that the number or density of licensed premises is having a cumulative impact sufficient to justify an assessment of

cumulative impact on the basis that the Licensing Objectives are being undermined. Your responses will be taken into account by the Licensing Committee when making its decision.

We would be grateful if people and statutory consultees could complete the following short survey https://www.smartsurvey.co.uk/s/wbcCIA072022/ in addition to any evidence or information that they would like to submit as part of the process. The survey will close on the 14th September 2022.

Budget Timetable – For 2023.24

20 September 2022 Land Assets Meeting – update on 2022.23 expenditure so far and ask for projects for next financial year.

4 October 2022 – Village Meeting – update on 2022.23 expenditure so far and ask for projects for next financial year.

Give Variations to both.

11 October 2022 Full Council Meeting – Ask for projects for next financial year

All information will be collated.

25 October 2022 PFGP Meeting – Ask Sue Barlow to attend Cascade information from all the committees on planned expenditure. Also advise that projects have to be realistic and carried out for them to have a budget.

12 November 2022 – Tax base from WBC usually issued (but probably will not be available for November full council meeting.

22 November 2022 – PFGP Advise of tax base and work through the draft budget. We should also have the figures of proposed precept amounts for residents if decreasing, increasing or staying the same payments.

13 December 2022 – Full Council Meeting – Hopeful of a resolution being passed to approve the budget for 2023.24 (although still time for this to wait until January 2023 meeting).

10 January 2023 – Budget must be approved and resolution passed.

From: admin@saaa.co.uk <admin@saaa.co.uk>
Sent: 11 August 2022 15:20
To: clerk@stocktonheathpc.org.uk
Subject: SAAA 2022 Opt-out Communication

Option to opt out of the SAAA central external auditor appointment arrangements

Dear Clerk/RFO/Chairman, Stockton Heath Parish Council,

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments.

All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors

During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

This is communication is to advise that whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out within **8 weeks** of this communication but no later than **28 October 2022;** this decision must be communicated to SAAA via e mail to admin@saaa.co.uk.

If notification of your decision to opt out is not received within this 8-week period, then your authority will be regarded as opted-in for the next five-year period beginning on 1 April 2022 and ending on 31 March 2027.

Opting-out

Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at www.saaa.co.uk

An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting.

Key implications are:

- an opted-out authority regardless of size (including exempt authorities) **MUST** appoint an appropriate external auditor**;**
- the appointed auditor **must** be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales).
- an opted-out authority **must** convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA;
- an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise;
- an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations;
- any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by **30 November 2022** will have an external auditor appointed for it by the Secretary of State through SAAA. **This will result in additional costs of £300 which will have to be met by the authority.**

Regards,
admin@saaa.co.uk

Benefits	Virtual Option	Face-to-Face Option			
	Virtual	Bronze (smaller councils under £40k precept)	Bronze	Silver	Gold
Access to main room conference sessions over the two days	Livestream	✓	✓	✓	✓
Join the live Q&A the main room	✓	✓	✓	✓	✓
Access to breakout room sessions	✗	✓	✓	✓	✓
Join the live Q&A in the breakout rooms	✗	✓	✓	✓	✓
Access the session recordings after the event	Available for 30 days after the event	Available for 60 days after the event	Available for 60 days after the event	Available for 60 days after the event	Available for 60 days after the event
Access to one-to-one advice surgeries	✗	✓	✓	✓	✓
Interact with the sponsor & exhibitors	✗	✓	✓	✓	✓
Network with sector colleagues	✗	✓	✓	✓	✓
Network with expert speakers	✗	✓	✓	✓	✓
Network with international colleagues	✗	✓	✓	✓	✓
Access to the SLCC Zone providing professional development advice	✗	✓	✓	✓	✓
Access to the opening of the exhibitor area (1 Nov)	✗	✗	✗	✗	✓
Join the Outgoing President's Dinner (1 Nov)	✗	✗	✗	✗	✓
Join the 50th Anniversary Celebration Dinner (2 Nov)	✗	If attending 2 Nov (additional cost)	If attending 2 Nov (additional cost)	✓	✓
Take part in the Annual General Meeting (AGM) (1 Nov)	Virtually	✓	✓	✓	✓
Purchase from the SLCC bookshop without the delivery fee	✗	✓	✓	✓	✓
Take part in the luxury charity raffle	✗	✗	✗	✓	✓
Overnight Accommodation	✗	✗	✗	2 Nov	1 & 2 Nov
Breakfast	✗	✗	✗	3 Nov	2 & 3 Nov
Members	£125 + VAT	£125 + VAT per day	£170 + VAT per day	£385 + £60 VAT	£499 + £65.80 VAT
Non-members	£225 + VAT	£175 + VAT per day	£220 + VAT per day	£485 + £80 VAT	£599 + £85.80 VAT

SLCC For Local Council Professionals 50 YEARS ANNIVERSARY

01823 253 646

National Conference 2022 Agenda

Tuesday 1 November

TIME	SESSION
15:00	SLCC AGM
19:00 – 19:30	Exhibition Opening Drinks
From 19:30	Outgoing Presidents Dinner

Wednesday 2 November

TIME	SESSION
9:30 – 11:00	**Delegate Registration**
10:00 – 10:30	**Meeting of First Time Delegates** *Conference 11*
11:00 – 11:10	**Conference Opening** *Paris Suite*
11:10 – 12:10	**Keynote Session** Whitehall/Westminster *Paris Suite*
	One-2-One Advisory Sessions
	One-2-One Advisory Sessions
12:10 – 13:10	**Lunch**
13:10 – 13:40	**TBC**
13:45 – 14:45	**Think Globally, respond locally,** Andrew Maliphant *Paris Suite*
	Does your council care about the environment? Katherine Owen, Blachere Illumination *Conference room 12*
	Setting the Sustainability Agenda Eleanor Akers, Future Leap
	One-2-One Advisory Sessions
	One-2-One Advisory Sessions
14:45 – 15:15	**Refreshments**
	One-2-One Advisory Sessions
	One-2-One Advisory Sessions
15:15 – 17:15	**Reflecting on Half a Century** Variety of speakers
	Awards Ceremony followed by 50th Anniversary Dinner
19:00 – 19:30	*Paris Suite*

Thursday 3 November

TIME	SESSION
8:30 – 9:00	**Registration & Refreshments**
9:00 – 9:40	**Update on the Civility & Respect Project** Michelle Moss, Project Manager, Lance Allan, Vice Chairman & SLCC Director, Rob Smith, SLCC Chief Executive, Linda Larter, Town Clerk to Sevenoaks Town Council and Steve Trice, SLCC Chairman & Director
9:40 – 9:55	**Welcome to NALC Chair Keith Stevens for signing of the joint agreement**
10:00 – 10:45	**For Clerks who Think Big!** Ian Morris *Conference room 11*
	Small / Medium Councils, Katie Walding *Paris Suite*
	Wales
10:45 – 11:15	**Refreshments**
11:15 – 12:15	**Case Studies from CLP training in tackling Climate change** Richard Watkins & Alan Wilson, *Conference room 11*
	CSE Impact Tool for carbon footprinting: what it is, how it can be used Megan Blyth
12:15 – 13:15	**Lunch**
13:15 – 14:00	**The new Prime Minister and government: the future for local government and the implications for town and parish councils for devolution, levelling up and reorganisation** Dr Carlton Brand
	One-2-One Advisory Sessions
	One-2-One Advisory Sessions
14:00 – 15:00	**Exciting Session Coming Soon**
	One-2-One Advisory Sessions
	One-2-One Advisory Sessions
15:00	**Close of Conference**

National Conference 2022 is generously sponsored by Blachere Illumination.

For expert advice visit www.blachere-illumination.co.uk



Disclaimer: Whilst SLCC tries to ensure all speakers present accurate and reliable information, SLCC do not endorse, or approve, or certify all such information, nor does it guarantee the accuracy, completeness, efficacy, timeliness, or correct sequencing of such information. All presentations represent the opinions of the speaker and do not necessarily represent the position or the opinion of SLCC or its members. Reference by the speaker to any specific commercial product, process or service by trade name, trademark, service mark, manufacturer, and corporation or otherwise does not constitute or imply endorsement, recommendation, or favouring by SLCC.

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