

**MINUTES OF THE RIXTON WITH GLAZEBROOK PARISH COUNCIL
EXTRAORDINARY MEETING HELD IN THE COMMUNITY HALL, MANCHESTER
ROAD, HOLLINS GREEN AT 5.30PM ON WEDNESDAY 13th MARCH 2019**

**Present: Cllr. Clarke (Chairman)
Cllrs. Banner, Trenbath**

**Code of Conduct – Declarations of Interest
Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

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. Whilst officers will advise on the Code and its interpretation, the decision to declare, or not, is the responsibility of the Member based on their particular circumstances.

The Parish Council will take account of Section 17 of the Crime and Disorder Act in all their discussions and decisions.

Part 1

Items during the consideration of which the meeting is expected to be open to members of the public (including the press) subject to any statutory right of exclusion.

110. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Johnson. Councillor McLachlan presented his apologies to the meeting.

111. MINUTES

The minutes of the Parish Council Meeting held on 21st February 2019 were submitted to the meeting.

RESOLVED: - That the Minutes of the Parish Council Meeting held on 21st February 2019 be accepted as a true record.

112. MATTERS ARISING FROM THE MINUTES

RESOLVED: - That consideration of matters arising from the minutes be referred to the next meeting of the council.

Part 2

Item during the consideration of which the public and press are expected to be excluded from the meeting because it would be prejudicial to the public interest, because of its confidential nature or other special reason, Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, as amended.

113. EXCLUSION OF THE PUBLIC (INCLUDING THE PRESS)

RESOLVED:- That members of the public (including the press) be excluded from the meeting during the consideration of the following item of business because

it would be prejudicial to the public interest, because of its confidential nature pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, as amended.

114. APPOINTMENT OF CLERK TO THE COUNCIL

Further to Minute 107 21st February 2019 the Council interviewed four candidates for the post of Clerk to the Council:

RESOLVED: - That (1) in view of the absence of the Chairman, Councillor Clarke, from the next meeting of the Council, the Deputy Chairman, Councillor Banner, be asked to contact the candidate now selected and offer the post of Clerk to the Council, subject to the submission of satisfactory references, and a further report be made to the meeting of the Council on 21st March 2019; (2) the Deputy Chairman also be asked to contact the unsuccessful candidates.

Chairman.....

**MINUTES OF THE RIXTON WITH GLAZEBROOK PARISH COUNCIL MEETING
HELD IN THE COMMUNITY HALL, MANCHESTER ROAD, HOLLINS GREEN AT
7.45PM ON THURSDAY 21st FEBRUARY 2019**

**Present: Cllr. Clarke (Chairman)
Cllrs. Banner, Johnson, Andrews**

**Code of Conduct – Declarations of Interest
Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

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. Whilst officers will advise on the Code and its interpretation, the decision to declare, or not, is the responsibility of the Member based on their particular circumstances.

The Parish Council will take account of Section 17 of the Crime and Disorder Act in all their discussions and decisions.

97. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors McLachlan, Trenbath and Borough Cllr. McCarthy.

98. REPRESENTATIONS TO THE COUNCIL

In accordance with Standing Order 3 the Council heard representations from a resident regarding the inadequacy of the broadband service to properties in Moat Lane. Details were given of the extensive enquiries and representations made and the Council was asked to assist in supporting these representations:

RESOLVED: - That the Cheshire Association of Local Councils be asked to advise on action that is available to the Council in supporting the representations made to ensure an adequate broadband service to residents of Moat Lane.

99. COMMITTEE REPORTS

A. Warrington Borough Councillor – Cllr. McCarthy

The Council noted the following information supplied by Cllr McCarthy in response to matters raised at the previous meeting:

1a. Flag poles outside Glazebrook camp will be removed by Warrington BC and stored by them and if the owners want them back they will need to contact the Borough Council.

1b. The fence between the flags presently has planning permission which expires in two months and there has been to date no application for new planning permission.

2. Bushes on Moat Lane before its junction with Moss Side Lane and bushes on Chapel Lane near the junction with School Lane will be cut within the next few weeks.
3. Rubbish bin will be placed on Chapel Lane in the coming weeks.
4. Signs for the Rhinewood Hotel will be blanked out over the coming weeks and a new sign will replace the damaged Church sign on the A57 Manchester Road at the village entrance and will be charged against Police incident number.

The following matters be reported to Councillor McCarthy:

1. Flooding at the A57 Manchester Road/Glazebrook Lane had recently covered both lanes and was considered to be extremely dangerous.
- 2.2 Metal grids adjacent to lamp post 13 on Glazebrook Lane had large gaps where the tarmac surface had failed.
3. Litter bin not provided adjacent to Glazebrook post office.
4. Street lighting column at The Weint now connected; former concrete column requires removing.
5. Pot holes in road on Dam Head Lane at the junction with Dam Lane.

B. Police – apologies for absence received from PCSO Bethan Roberts (Appendix A).

C. Community Hall Meeting 28th January

Attended by Cllr. Clarke

Apologies from the Chair Chris Chisnall

The refurbishment plans are going ahead, a meeting with the shop management has been set up to see if it is feasible to re-locate.

Looking into selling the old bowling mats.

There was scepticism regarding the plan to stop any bookings from September, the thinking being that funding has not yet been put into place; planning was still to be done and these things always take time.

The AGM is to be held on 4th March.

Date of next meeting 25th March.

D. Community Plan Group Meeting 11th February

Attended by Cllr. Clarke & McLauclan

A village litter pick recently took place, 25 people attended and 55 bags of rubbish were collected. The next general litter pick will take place on 22nd June although there is to be a blitz on the A57 Manchester Road on Sunday 24th June as there is so much rubbish along there and it needs to be removed before the spring growth.

The signs around the village are filthy and there is to be a sign cleaning morning planned for 1st June.

A Community Plan leaflet has been delivered to every house explaining what has been done and what needs to be done in the future, to recruit more volunteers.

A new 3-year booklet is being designed.
The winter walk organised by John Eccles and the Recreation & Leisure Action Group took place on 5th January; it was a great success and was attended by 74 people. The next one will be in July a date yet to be fixed.
The Garden Safari will be on the 8th June.
Date of next meeting 15th April.

E. General

Still waiting for a litter bin to be placed on the pavement outside the Glazebrook Post Office.

The light outside the Scout Centre had someone come to fix it and it worked for a short spell, but is now out again.

100. MINUTES

The minutes of the Parish Council Meeting held on 17th January 2019 were submitted to the meeting.

RESOLVED: - That the Minutes of the Parish Council Meeting held on 17th January 2019 be accepted as a true record.

101. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

102. PROJECTS

A. Recreation Ground – A draft was submitted of the proposed design and wording for the Lectern:

RESOLVED: - That approval be given to the draft submitted and Cllr Trenbath be asked to liaise with the company on the installation of the Lectern.

B. Glamis Wood – Nothing to report.

C. HS2/HS3 – The Council received an application from the Action Group for funding. Cllr Banner reported that an adjournment debate was scheduled in the House of Commons for 4th March 2019 on the rail scheme where the negative effect on the communities of Rixton with Glazebrook, Croft and Culcheth was to be raised:

RESOLVED: - That (1) consideration of the request for funding be deferred to the next meeting;

(2) the report on the adjournment debate be noted.

D. Community Plan Group – Nothing to report.

E. Parish Council website – Maintenance of the website being carried out by Cllr Trenbath.

103. INTERIM INTERNAL AUDIT REPORT 2018/19

The Council gave consideration to the Interim Internal Audit report for 2018/19:

RESOLVED: - That (1) the Interim Internal Audit report 2018/19 be accepted together with the recommendations made and the actions already taken be noted;
(2) a progress report be submitted to the next meeting on the implementation of the recommendations made.

104. MANAGEMENT ACCOUNTS 2018/19 – APRIL TO DECEMBER 2018

The Council considered the Management Accounts for the period April to December 2018. The manual cashbook had been converted into a spreadsheet cash book:

RESOLVED: - That (1) the Management Accounts to the revised format for the 9 months to 31st December 2018 be accepted;
(2) approval be given to similar accounts being produced for the period January to March 2019.

105. IDENTIFICATION OF EARMARKED RESERVES

The Council gave consideration to the identification of earmarked reserves having regard to the available funds:

RESOLVED: - That the following reserves be earmarked subject to further review before the end of the financial year:

Item	£
Road calming measures	30,000
Community Life initiatives	10,000
Bus shelters	7,500
Street furniture	5,000
Tree maintenance	10,000

106. ANNUAL REVIEW OF PROCEDURES AND DOCUMENTS

The Council reviewed the following procedures and documents:

Standing Orders
Financial Regulations
Risk assessment
General Data Protection
Fixed Asset Register
Review of adequacy of insurance arrangements

RESOLVED: - That the above procedures and documents be approved, subject to a further review at the next meeting of the following:

- (1) Risk assessment to ensure compliance with the General Data Protection Regulations;
- (2) Procedures relating to the General Data Protection Regulations;
- (3) Updating of the Fixed Asset Register;
- (4) Adequacy of the insurance cover for the Cenotaph to include recent works.

107. APPOINTMENT OF CLERK TO THE COUNCIL – PROGRESS REPORT

The Council gave consideration further to Minute 94 17th January 2019 to the applications received for the post of Clerk and to arrangements for the interview of selected candidates:

RESOLVED: - That the candidates now selected be interviewed at an extraordinary meeting of the Council to be held at 5.30pm on Wednesday 13th March 2019.

108. ACCOUNTS FOR PAYMENT

RESOLVED: - That (1) approval be given to the payment of the following:

Cheque No	Date expenditure incurred	Payee	VAT not recoverable	Amount	Purpose	S137
100523	21/2/19	"In the Know" publication	0.00	425.00	Grant	Yes
100524	21/2/19	Bents Garden & Home (Chairman)	0.00	24.95	Flowers for Civic Sunday 27 January 2019	
100525	21/2/19	D D Carey	0.00	635.40	Catering for Civic Sunday 27 January 2019	
100526	21/2/19	EA Domville St Helens Church Hollinfare	0.00	110.00	Civic Sunday – flowers and service sheets	
100527	21/2/19	Rixton with Glazebrook Community Hall	0.00	330.00	Hire of meeting room 2017-18 and 2018-19	
100528	21/2/19	Warrington Borough Council	0.00	984.00	Newsletters	
100529	21/2/19	Rixton with Glazebrook Carnival Committee	0.00	500.00	Grant – carnival 29 June 2019	Yes
100530	21/2/19	JDH Business Services Ltd	0.00	408.00	Interim internal audit including review of GDPR year ended 31/03/19.	

					Spreadsheet cashbook and bank reconciliation for the 9 months to 31 December 2018.	
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(2) the report on the action taken further to the payments authorised by Minute 92 Contractual Commitment and Minute 95 Accounts for payment be noted.

109. PLANNING APPLICATIONS

The Council gave consideration to the following planning applications:

Application reference: 2019/34423

Location: COLLIER TIP, MOSS SIDE LANE, RIXTON-WITH-GLAZEBROOK, WARRINGTON, WA3 6EF

Description of development : Discharge of Condition - Proposed discharge of condition 9 (Maintenance Scheme), Condition 11 (Land Management Plan), Condition 12 (Clay Extraction), Condition 14 (Boundary, Wheel and jet wash, Drainage Mound), Condition 15 (Screening mound), Condition 19 (Scheme to prevent deleterious material), Condition 22 (Annual Report), Condition 25 (Depth of Clay) Condition 32 (Scheme for suppression of dust), Condition 33 (Noise Monitoring Scheme) on previously approved application 2015/25530

Application reference: 2019/34424

Location: MOSS SIDE FARM, MOSS SIDE LANE, RIXTON-WITH-GLAZEBROOK, WARRINGTON, WA3 6EF

Description of development : Discharge of Conditions - Proposed discharge of Condition 4 (Three balance ponds, Leachate Treatment, Landfill Gas Flare stack units, Noise management), Condition 7 (Fencing, Access road, Wheel and Jet wash, Plant and Machinery), Condition 12 (HGV Movements), Condition 13 (Daily Records), Condition 15 (Deleterious material), Condition 21 (Suppression of dust), Condition 23 (Odour Nuisance), Condition 51 (Working and restoration) on previously approved application 2015/25816

RESOLVED: - That an objection be made in regard to the above applications on the basis of perceived non-compliance with some or all of the conditions.

APPENDIX A

Rixton with Glazebrook

February 2019 - Monthly Parish Report

Beat Sergeant PS Stuart Gibbard

Beat Manager PC Simon Dadswell

PCSO Bethan Roberts

Anti Social Behaviour

4 Personal/environmental issues

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Burglary Dwelling

1 Caravan

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Criminal Damage

1

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Theft

1

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Vehicle crime

0 Theft of vehicle

0 Theft from vehicle

Other

Civic Service & Educational Sunday attended – thank you

St Helens CE School – talks arranged for next term subjects including internet safety and road safety

St Helens CE Church – Valentines afternoon tea

Speed enforcement conducted 21/2 Glazebrook Lane – 215 vehicles, max 35mph

<https://www.getsafeonline.org/>

<https://www.thinkuknow.co.uk/>

<https://www.cheshire.police.uk/advice-and-support/home-safety-and-security/>

Residents/businesses - Have your say on Risley police base move, survey closes at midnight on 7 March 2019

<https://www.cheshire.police.uk/about-us/consultation/risley-consultation/>

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Rixton & Woolston PCSO Surgery at Woolston Neighbourhood Hub: 22 Feb 11:00, 26 Feb 18:00, 8 Mar 18:00, 14 Mar 11:00, 19 Mar 18:00