

**THE RIXTON WITH GLAZEBROOK PARISH COUNCIL MEETING
MINUTES
THURSDAY 21st NOVEMBER 2019 AT 7.30PM
HELD IN THE COMMUNITY HALL, MANCHESTER ROAD, HOLLINS GREEN**

Present

Name	Position
Council Members	
Liz Clarke	Chairman
Bob Andrews	Councillor
David McLachlan	Councillor
Others	
Nick McCarthy	Clerk to the council
Apologies	
Tony McCarthy	Ward Councillor
Maureen Banner	Vice Chairman
Maurice Johnson	Councillor
Bethan Roberts	PCSO
David Trenbath	Councillor
Absent	
Andrew Hill	Councillor

Item	Discussion	Action
199	<p>Welcome and Apologies</p> <p>The Chair welcomed everybody to the meeting, apologies for absence were noted as above.</p>	
200a	<p>Committee Reports</p> <p>A. Warrington Borough Councillor – Cllr. McCarthy Councillor McCarthy was unable to provide an update for November's meeting, however where possible, the action plan has been updated.</p> <p>Actions from October requiring contact to WBC were sent to Ward Cllrs Wright and Hill and are discussed further under correspondence.</p> <p><u>Actions – none</u></p>	
200b	<p>B. Police – PCSO Bethan Roberts provided an updated criminal activity report. Full details can be seen, posted as Annexe A.</p> <p><u>Action</u> - none</p>	
200c	<p>C. Friends of Hollins Green Cemetery – AGM 19th November 2019 Attended by Cllr Clarke</p> <p>The meeting was well attended with 19 people. There have been new volunteers joining in the past few months.</p>	

	<p>The Chair Mandy Eccles run through the many achievements during the very busy year.</p> <p>These included grave care, general maintenance, memorial improvements, a heritage board and a new memorial at the entrance to the cemetery.</p> <p>The Green Flag award was received for the seventh year running.</p> <p>Thanks went to Eddie Atherton who donates many of the bedding plants. Pete Higson for his organisation and maintenance of tools. Neil and Anne McArthur for the use of their lovely home for the fundraising afternoon tea. Sheila Breeze who is the treasurer and also organises the grave tending scheme. Fred Humphreys who mows the grass between the graves on a regular basis. The ladies of the church who make the refreshments on clean up days. And last but not least all the volunteers who turn their hand to anything and keep the cemetery looking good.</p> <p>All officers and committee members agreed to carry on for another year. It was agreed that cobblestones be set around the new memorial and Paul Dixon has agreed to lay these free of charge.</p> <p>The shed needs some maintenance. The guttering is in need of some attention as damp is getting in and it was thought that this would be a priority.</p> <p>The Parish Council would like to congratulate the Friends on another productive year.</p> <p>Next AGM 17th February 2020</p> <p><u>Action</u> – none</p>	
201	<p>MINUTES</p> <p>The minutes of the Parish Council Meeting held on 17th October 2019 were submitted to the meeting.</p> <p>RESOLVED: - On condition of the above, that the minutes of the meeting held on 17th October 2019 be accepted as a true record</p> <p><u>Action</u> – none</p>	
202	<p>MATTERS ARISING FROM THE MINUTES - 19th September 2019</p> <p>No other matters arising</p> <p><u>Action</u> – none</p>	
203	<p>ACTION PLAN</p> <p>The Action Plan from the meeting of the 17/10/19 has been updated and attached as Annexe B. Any matters unresolved will be added to the next action plan, this will be reviewed and updated at the next meeting.</p>	
204	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • Cllr Andrews shared a concern over a damaged tree on Glazebrook Lane and queried if a preservation order has been actioned by WBC. Ward Cllr Wright contacted WBC for investigation. The tree was assessed as having some part of heathy timber. WBC have contacted the owners of the land and reminded them of their duty of care and the preservation order 169 T2. • A list of actions was sent to Ward Cllrs Hill and Wright: 	

	<p>Flooding - Junction Manchester Road (A57) and Warburton Bridge Road (B5159) Outside Hollybank Caravan Park. Rain is causing low level flooding to the area mentioned, heavy rain causes the carriage way to have deep water, with vehicles turning around as unsafe to pass through, and causing disruption to travel</p> <p>Hedgerows - Junction Manchester Road (A57) and Warburton Bridge Road (B5159) Outside Hollybank Caravan Park. - Traffic signal cannot be seen due to overgrown hedgerows at the location above. Overgrown shrubs and hedges need removing from the Village Green across the field behind the Red Lion Pub (requested since April 2019) this is leading to ASB and drug use.</p> <p>Grasscutting - Ongoing complaints with regards to WBC's lack of grass cutting, and when it is done, it is not being cut short enough. Particularly in the recreation ground (behind the Red Lion Pub). The Village Green at Glazebrook (a different location to that mentioned above) has not been cut. The Parish Council pays for this service and it is not being done. Can WBC provide a copy of their service level agreement (schedule of works, timings, costs etc) to be reviewed by the Parish Council. This is urgent.</p> <p>These queries have been forwarded to the relevant council department by Cllr Wright.</p> <ul style="list-style-type: none"> • WBC supplied a quote of £1821.62 for removal of the five sycamore trees. Council discussed lack of contact/confirmation from other supplier (as per the minutes October 2019). Clerk to contact WBC for further details of what will be removed and to process commencement of work as soon as possible. • Concerns regarding the booklet for Civic Sunday before going to the printer have now been passed on directly to the church. Draft copy to be sent to the chairman Nov/Dec by Revd. Cooper. Chairman to send clerk invite list (to action) and book catering. • Bus Shelters cleansing completed on 20th November. Clerk to contact supplier about cutting the grass on the recreation ground. • Ongoing issues with lecturn signage continue. Chairman Clarke to measure the size of the lecturn casing, and report back to the clerk, who will notify the company. • Council agreed to pay for the annual inspection of the playground equipment. To commence as soon as possible <p><u>Action</u></p> <ol style="list-style-type: none"> 1. Clerk to liaise with WBC with regards to the quote for the removal of sycamore trees and to commence the work ASAP. 2. Chair to send clerk invites list for Civic Sunday (and clerk to send out invitations). Chair to contact caterers and order 3. Clerk to contact Alex West to discuss the grass maintenance of the recreation ground field. 4. Chair to check measurements of the lectern casing and inform the clerk. Clerk to contact supplier and arrange for new signage 5. Clerk to contact Wicksteed to arrange annual inspection of playground equipment 	<p>1 – NM</p> <p>2 – LC/ NM</p> <p>3 - NM</p> <p>4 – LC/ NM</p> <p>5 – NM</p>
205	<p>CHARITABLE DONATIONS</p> <p>The council received correspondence relating to charitable donations as detailed below.</p> <p>The Council agreed to pay £35 to the Royal British Legion for the provision of the poppy wreath for Remembrance Sunday.</p>	

	<p>The Council agreed not to continue the subscription to the Campaign to Protect Rural England.</p> <p>Community member and scouting leader Sue Lowndes asked for a contribution towards the funding of the fees/transport required to attend a European jamboree in Gdansk, which will be attended by children of Warrington East and local boys and girls from the community. The council agreed a donation of £200.</p> <p>In addition, the council discussed the use of the money saved by not producing a Christmas Parish booklet (approx. £1000), to distribute to local causes. The Council agreed to make the following donations</p> <p>£500 to the village shop towards the cost of the replacement coffee machine which has recently broke. The village shop is a valuable community asset and the coffee machine has been a very well used facility.</p> <p>£250 to the Friends of Hollinfare Cemetery, towards the cost of the paving stones/cobbles to surround the new memorial piece.</p> <p>£250 to the Rixton with Glazebrook Playgroup, towards the cost of play equipment and maintenance.</p> <p><u>Action</u> - none</p>															
206	<p>TRAFFIC / SPEEDING</p> <p>This item is an occasional agenda item and will be added again at a later meeting. It was noted that some traffic survey work has commenced Oct/Nov in and around the village</p> <p><u>Action</u> – none</p>															
207	<p>PROJECTS</p> <p>A. Recreation Ground – Ongoing issues with the ASB incidents around the copse, grass cutting (and the results when the weather is inclement), ‘no dogs sign’, etc. To look at future grass cutting options (see correspondence action 3)</p> <p>B. Glamis Wood – no updates</p> <p>C. HS2/HS3 – HS2 correspondence added to website as and when available.</p> <p>D. Community Plan Group – No updates. Next meeting 02/12/19</p> <p>E. Parish Council website – No updates.</p> <p><u>Action</u> – none</p>															
208	<p>ACCOUNTS FOR PAYMENT</p> <p>RESOLVED: - That approval be given to the payment of the following:</p> <table border="1" data-bbox="252 1957 1326 2047"> <thead> <tr> <th data-bbox="252 1957 371 2047">Cheque No</th> <th data-bbox="371 1957 533 2047">Date expenditure incurred</th> <th data-bbox="533 1957 740 2047">Payee</th> <th data-bbox="740 1957 895 2047">VAT not recoverable</th> <th data-bbox="895 1957 1027 2047">Amount</th> <th data-bbox="1027 1957 1254 2047">Purpose</th> <th data-bbox="1254 1957 1326 2047">S137</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Cheque No	Date expenditure incurred	Payee	VAT not recoverable	Amount	Purpose	S137								
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	100581	21/11/19	NJ McCarthy	0.00	13.99	Laptop cable, mouse, batteries	
	100582	21/11/19	NJ McCarthy	0.00	25.00	Broadband (Oct-Dec)	
	100583	21/11/19	NJ McCarthy	0.00	50.00	Telephone (Oct-Dec)	
	100584	21/11/19	NJ McCarthy	0.00	739.20	Salary (Oct-Dec)	
	100585	21/11/19	HMRC	0.00	184.80	Salary (Oct -Dec)	
	100586	21/11/19	Alex West	0.00	200.00	Bus Shelter Cleaning (Nov)	
	100587	21/11/19	Royal British Legion	0.00	35.00	Poppy Wreath	
	100588	21/11/19	S Lowndes	0.00	200.00	Donation for Scouting event	
	100589	21/11/19	Village Shop	0.00	500.00	Donation for new coffee machine for shop	
	100590	21/11/19	Friends of Hollinfare Cemetery	0.00	250.00	Donation for cobbles for new gravestone	
	100591	21/11/19	RwG Pre-school group	0.00	250.00	Donation for equipment/maintenance	
	<u>Action</u> - none						
209	ADDITONAL ITEMS						
	<p>A. Flooding. Issues to be discussed during future meetings. Reported issues have been forwarded to WBC. Current issues with junction at Dam Lane/School Lane opposite the cenotaph, and Glazebrook Lane, traffic lights.</p>						6-NM
	<p>B. Budgeting. The council noted the precept from WBC (£24,587) – a slight reduction of £33 from the previous year. Council discussed current spending and forecast spending for 2019/20. And based on current, present and future spending, prepared and agreed a budget for 2020/21. Clerk to contact WBC to ascertain if they require to see this and to check why PKF have a different precept amount on their audits.</p>						7- NM
	<p>Clerk to finalise budget and send to parish councillors. Budget to be authorised and agreed by January's meeting.</p>						8- NM
	<p><u>Action</u></p> <p>6. Clerk to log gully flooding issues with WBC/Cllrs</p> <p>7. Clerk to contact WBC to confirm where budget sent to and difference in figures quoted by PKF for precept.</p> <p>8. Clerk to finalise budget spreadsheet and share with parish councillors</p>						
210	PLANNING APPLICATIONS						
	<p>The Council gave consideration to the following planning application:</p> <ul style="list-style-type: none"> Planning Application No: 2019/35891 Location: 100, GLAZEBROOK LANE, RIXTON-WITH-GLAZEBROOK, WARRINGTON, WA3 5BE Proposal: Class M Prior Approval - Proposed change of use from A1 Shop to C3(a) Dwelling house and alterations to front elevations and internal arrangements Applicant: Vincent. – Support, as previous Planning Application Number: 2019/35324 Notice of Appeal by Way of Written Representations. Location: CLEVELANDS FARM, MOSS SIDE LANE, RIXTON- 						

	<p>WITH-GLAZEBROOK, WARRINGTON, WA3 6HQ Proposal: Change of Use - Proposed demolition of existing agricultural buildings to form a site area for caravan storage, security fence, improved vehicle access and works to form an earth bund to the east of the site Appeal Reference: APP/M0655/W/19/3239880 Appeal Start date: 19-Nov-2019 Appellant's name: Mr J Love – Objections as previously stated</p> <ul style="list-style-type: none"> • Planning Application No: 2019/35966, the details of which are below: Location: 3, FERNDALE MEWS, GLAZEBROOK LANE, RIXTON-WITH-GLAZEBROOK, WARRINGTON, WA3 5AU Proposal: Householder - Proposed single storey side extension to provide kitchen and utility room. Applicant: Simon and Charlotte Reynolds and Atack. No Objections, subject to WBC planning considerations and laws. • APPLICATION NUMBER: 2019/36108 Location: Land known as Carrington Village on Land off, Manchester Road, Carrington Proposal: Adjacent Authority Application - Outline planning for the erection of up to 320 dwellings, erection of up to 668,000 sq. ft employment floorspace (Use classes B1/B2/B8 including open storage), erection of up to 12,917 sq. ft retail/health floorspace (Use classes A1/D1), demolition of existing buildings and structures, re contouring of the site to form development platforms, creation of public open space, rugby pitch relocation along with new flood lit training pitch, erection of replacement rugby clubhouse, landscaping and ecological works, noise mitigation, electrical sub stations, pumping stations, car parking and vehicle, cycle and pedestrian circulation including details of 5 access off Manchester Road to serve residential, employment, retail/health development and 2 emergency access points off the A1 private road. Approval sought for access with all other matters reserved. Applicant: Richard Gore. Noted. Not a WBC planning application. <p><u>Action</u> - None</p>	
211	<p>General Matters</p> <p>The council agreed to send a copy of the parish council minutes to be distributed to the village shop, in addition to the current locations/notice boards.</p> <p>All parish councillors to report any relevant items to be considered for the Christmas newsletter. The Christmas newsletter will be made available on the Parish Council website</p> <p>Parking issues outside the Black Swan pub were discussed and noted.</p> <p>It was noted that there is a significant distance of 200metres between lampposts 2 and 3 of Moss Side Lane, Clerk to report to WBC.</p> <p>It was noted that the last parish councillor/ward councillor surgery was not attended by representatives of the council, due to absence and sickness. The Parish Council wishes to express its apologies for anyone that my have attended.</p> <p><u>Action</u> 9. Chair to ensure minutes are sent to the village shop in future. 10.Councillors to report any topics and issues to the Chair as soon as possible. 11. Clerk to raise concern over street light with WBC/Cllrs</p>	<p>9 – LC</p> <p>10 – ALL</p> <p>11 – NM</p>

APPENDIX A

Rixton with Glazebrook

**Rixton with Glazebrook
November 2019 - Monthly Parish Report**

**Beat Sergeant PS Stuart Gibbard
Beat Manager PC Alison Edwards
PCSO Bethan Roberts**

Anti-Social Behaviour

1 Personal/environmental/youth issues

Burglary

1 Dwelling

2 Other e.g. Shed/Garage (Attempt)

.....
Criminal Damage

3

.....
Vehicle crime

0 Theft of vehicle

1 Theft from vehicle

Other

- Hollins Green Cubs – input on bonfire & firework safety
- Speed enforcement – Glazebrook Lane 31/10/19 – max 34mph (248 vehicles passed through area in the period of monitoring)
- Remembrance Sunday – patrols present during this event
- To tackle nuisance off-road motorbikes, we need the following information - detailed descriptions of the bikes and riders, where the bikes are kept (lock-ups, garage locations), names if possible. Please quote ‘Operation Scrambler’ when you call Cheshire Police on 101. We are also work with GMP to tackle the issues of off-road motorbikes across our borders. We continue our patrols and appeal for anyone with information to help us identify these individuals to get in touch (Crime stoppers 0800 555 111)

Home security advice available on our website: -

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

5Cs guide to staying safe online and another useful website to help look after your money: -

<https://www.cheshire.police.uk/advice-and-support/internet-safety-and-security/our-5cs-guide-to-staying-safe-online/>

<https://www.friendsagainstscams.org.uk/>

FRANK offers honest information and advice about the risks of various substances, including nitrous oxide

<https://www.talktofrank.com/>

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Rixton & Woolston PCSO Surgery at Woolston Neighbourhood Hub
26 Nov 18:00, 6 Dec 18:00, 11 Dec 11:00, 17 Dec 18:00

ANNEXE B

THE RIXTON WITH GLAZEBROOK PARISH COUNCIL MEETING
Update on actions from 19.10.19

Minute No	Action	Lead member	Progress/Feedback
	OUTSTANDING ACTIONS 18/09/19 and earlier		
148	1 NM to liaise with parish council and Police Crime Commissioner.	NM	Emailed David Keane, agreed 23 rd Jan 3pm
153	18. Chairman and Clerk to prepare the words for the Lectern and send to the contractor.	NM	New lectern signage received, however, wrong size. Clerk contacted supplier. LC to check size of casing.
158	3. TM to pursue hedges/shrubs needing to be cut back on the recreation ground, to prevent ASB	TM	Ongoing. Progress to be update January meeting.
	4. Upon notification of the traffic assessment, the council agreed to invite Jamie Fisher to a future meeting to discuss traffic problems and solutions.	NM	Ongoing. Progress to be update January meeting. Traffic Assessments have taken place Oct/Nov
172a	1. NM to liaise with Cllr McCarthy and WBC to ascertain SLA agreements with regards to grass cutting schedule	NM/TM	To check with TMc for next meeting. NM contacted other councillors 02/11
	3 TM to contact WBC/Angus Lord with regards to removal of plastic strips and possible damage to the wildlife and ecology of Rixton claypits	NM/TM	Litter reported via Councils website (19/09) awaiting to see if removed
	4 TM to contact WBC/Angus Lord with regards to supplying/fixing permanent metal sign to children's play area	NM/TM	To check with TMc for next meeting

<p>179</p> <p>185</p>	<p>9. Cllr Trenbath to provide mentorship, as/when required, during future transition of IT / Webpage management</p> <p>13. Clerk to raise concern of overgrowing Hawthorn with WBC/Cllr. McCarthy</p> <p>15. Clerk to raise concern of pot holes with WBC</p> <p>18. Clerk to raise concern with hedges/grass with WBC/Cllr. McCarthy</p> <p>19. Clerk to raise residents' surgery concerns with Cllr. McCarthy</p>	<p>NM/DT</p> <p>NM/TM</p> <p>NM</p> <p>NM/TM</p> <p>NM/TM</p>	<p>NM and DT to arrange dates Nov time</p> <p>To check with TMc for next meeting</p> <p>Pot holes reported via Councils website (21/09) – check if fixed</p> <p>To check with TMc for next meeting</p> <p>To check with TMc for next meeting</p>
<p>187a</p>	<p>COMMITTEE REPORTS</p> <p>1. Clerk to inform ward councillors over flooding risk at Warburton Bridge</p>	<p>NM/ Councillors</p>	<p>NMc contacted councillors 02/11</p>
<p>191</p>	<p>CORRESPONDENCE</p> <p>2. Clerk to book on course for CHALC event</p> <p>3. Clerk to draft/share and letter with the parish council (to send to WBC/MP) with regards to the support of the planning application to change the use of the post office.</p> <p>4. Clerk to contact Hollybush tree services to conform quote and to commence</p> <p>5. Clerk to contact Alex West to confirm quote and to commence (upon sigh of public liability insurance)</p> <p>6. Chairman to check trees reported to WBC from resident are the sycamore on the village green.</p>	<p>NM</p> <p>NM</p> <p>NM</p> <p>NM</p> <p>LC</p>	<p>Awaiting response from CHALC as at 21/10. Booked NM drafted letter and sent to Cllrs, LC, MB and BA. Sent to WBC and planning</p> <p>NM contacted supplier, awaiting response 21/10</p> <p>NM contacted supplier, awaiting response 21/10, Work to commence as requested.</p> <p>LC confirmed trees are on green and scheduled to be removed</p>

192	CHARITABLE DONATIONS 7. All councillors to consider local charitable donations for the money saved by not producing the Christmas Parish booklet	ALL	All councillors to report back for November
195	ACCOUNTS FOR PAYMENT 8. Clerk completed notice and published on website 9. Clerk to ensure actions from external auditor report are reflected during closure of accounts	NM NM	Completed Noted for 2019/20 account closures
197	PLANNING APPLICATIONS 10. NM to procure adaptor to allow Laptop HDMI cable to connect projector VGA.	NM	NM To order. Ordered cable and working mouse.
198	GENERAL MATTERS 11. Clerk to raise pot hole request on WBC website 12. Clerk to contact WBC / Councillors over Glazebrook Village Green grass cutting schedule 13. Clerk to raise concern over street light with WBC 14. Clerk to contact WBC / Councillors over Glazebrook Village Green grass cutting schedule	NM NM/Councillor NM NM NM/Councillor	NM logged on WBC site 02/11 NM contacted councillors 02/11 NM logged on WBC site 02/11 NM contacted councillors 02/11