

**MINUTES OF THE RIXTON WITH GLAZEBROOK PARISH COUNCIL  
MEETING HELD IN THE COMMUNITY HALL, MANCHESTER ROAD,  
HOLLINS GREEN AT 7.45 P.M. ON THURSDAY 19<sup>th</sup> APRIL 2018**

**Present:** Cllr Trenbath, Chairman  
Cllrs McLachlan, Johnson Andrews Clarke, Banner,  
WBCllr McCarthy  
Parish Clerk I.M. Lowe

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 the particular circumstances.

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

**149. APOLOGIES FOR ABSENCE**

None were received .

**150. COMMITTEE REPORTS**

**A: Warrington Borough Councillor McCarthy:-**

Flooding, sweeping the roads cleansing of grids, lighting a programme of works has been given to the Parish Council. Holly Bank Caravan Park Cllr Trenbath went to WBC's Development Control Meeting and gave an excellent presentation. Enforcement Action was given 11 years ago to be used as a transit site, the new consent has allowed for some of the caravans to be allowed to stay other have to leave the site for 2 months a year, months as yet to be agreed.

The WB Cllrs surgery has helped to resolve residents issues/problems on a personal level.

RESOLVED:- That the report be received and noted.

**B: Police**

**Report from the Police –**

**Rixton with Glazebrook**

**April 2018 - Monthly Parish report**

**Beat Sergeant PS Stuart Gibbard**

**Beat Manager PC Simon Dadswell**

**PCSO Bethan Roberts**

**Anti Social Behaviour**

1 Youths - Claypits

**Burglary Dwelling**

None Reported

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**Others**

1 Business premises – Black Swan

**Criminal Damage**

2 Vehicle; scratched, fence damaged

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**Theft**

3 Garden items, items left outside – Brook Lane, Birch Road ,  
Glazebrook Lane

**Vehicle crime**

1 Theft of vehicle, enquiries ongoing – Claydon Gardens

**Other**

PCSO Surgery at Woolston Hub – 20/4 18:00, 25/4 11:00

RESOLVED:- That the report be received and noted.

**C: Friends of Hollins Green Cemetery – Friends of Hollinfare Cemetery Meeting – 20<sup>th</sup> March 2018**

Attended by Cllr. Clarke

Work has started by Warrington Borough Council Bereavement Services on the refurbishment of the graves funded by the friends.

The Memorial Sculpture is ongoing with another meeting to be arranged.

Joan Hill is still recording the grave numbers and inscriptions.

The Heritage Board is moving on, wording and pictures are being tweaked before the finished design is complete.

The fundraising lunch is to be held at Rose Cottage on April 19<sup>th</sup>.

Shine a Light have asked to fix large poppies with the names of the local war dead to the cemetery railings for the few weeks surrounding November 11<sup>th</sup>. This is to commemorate the end of WW1. They have got permission from WBCBS and the friends have no objections.

Date of next meeting 12<sup>th</sup> June.

RESOLVED:- That the report be received and noted.

**D: Parish Plan Meeting – Rixton with Glazebrook Parish Plan Meeting – 28<sup>th</sup> March**

Attended by Cllr Clarke

Looking to have another Heart Star session at the Community Centre.

Reported that the footpath near Glazebrook Station is to stay open after the public enquiry.

Look of the Village

Litter pick using the new High Vis tabards has taken place and 41 bags of rubbish were collected by 13 volunteers.

1000 Kings Blood tulips have been planted around the village to celebrate the last year of the first world war.

The hawthorn hedge on Glazebrook Lane just past the new houses has been cut back by the Look of the Parish Group. Great job.

Somebody is now stuffing full dog poo bags in the dispensers which were put up for dispensing the bags. The dispensers will now have to be removed or blocked off.

Date for the Garden Safari is 9<sup>th</sup> June.

#### Next Five Year Plan

There is to be a meeting dedicated to deciding what needs to be done for the next five years as the first five has now come to an end. This meeting will take place on 23<sup>rd</sup> May. The date of the normal Parish Plan meeting will be decided on that date.

RESOLVED:- That the report be received and noted.

#### **E. Community Hall – Community Hall Meeting - 26<sup>th</sup> March 2018**

Attended by Cllr. Clarke

The minutes of the Community Hall Meeting have been distributed and read by the members of the Parish Council.

**F. Public Rights of Way** – attended by Cllrs Trenbath and Andrews

**G – Police Crime Commissioners** - Cllr Trenbath attended details of meeting were circulated to Members

#### **151. MINUTES**

The Minutes of the Parish Council Meeting held on 15<sup>th</sup> March 2018 were submitted to the Meeting.

RESOLVED:- That the Minutes of the Parish Council Meeting held on 15<sup>th</sup> March 2018 be accepted as a true record.

#### **152. Matters Arising – None**

#### **153. CHAIRMAN'S REPORT**

##### Chairman's Report Rixton with Glazebrook Parish Council

19<sup>th</sup> April 2018

**HS2** No notification at present of their consultation to be held at the Community Hall in June.

I ask if councillors will let me have their suggestions about objections to or problems they perceive of the building of HS2 and the viaduct so I can use their comments in the document to be put forward by the

Parish Council during the consultation period September to December 2018.

**Glamis Wood** – nothing to say.

**Path across the green.** The path is now completed, and payment is now made in full, at our last meeting we decided to hold back 10% of the payment as suggested by WBC, this gave us a six months guarantee. Following the Parish council, we received an email that gave us one-year guarantee if payment was made in full all those present at the March meeting were contacted and all agreed to the payment.

**Website.** IPAGE site lock payment for the next year of £22.99 14/5/2018 and the Domain name will be renewed 29/5/2018 £25.98, this will be for two years.

A request to add to the Parish Council website useful contacts, a Facebook page for a local group Rixton with Glazebrook neighbours on NEXTDOOR. They all so asked if we could use their portal as an information board so when we make announcements for example the path we place it on their website. It's a selective site only for those living within the area and to get on to it, you require an invite, and, in this way, they can ensure only residents are using it. The site shares recommendations for traders, discuss safety issues, plan neighbourhood events, post thing for sale.

**Colliers.** Awaiting new meeting date, Cllr Hill arranging.

**Play area.** Wicksteed have repaired the play area near the swing.

### **Warrington Public Rights of Way. 9<sup>th</sup> August 2018**

1. Definitive path No10 Glazebrook Station is in use but a section of it belongs to Network rail and Public Rights of Way WBC, are waiting for approval of its use.
2. Alterations to Land Act means Councils will be able to charge landowners if they request a change to paths across their land. No adds will be placed in newspapers giving a saving to the Council of £1400 per advert.
3. Rixton footpath No 1 as a new foot bridge land owner presently removing dead trees from around the path from Manchester Road entrance. A closer notice was applied some time ago due to bank collapse that has now been removed.

## **Police Crime Commissioner meeting 17/4/2018**

Car keyless theft in our community.

1. I mentioned the Facebook page setup by members of the community to inform people of local incidents and the worry of people looking for these thieves during the night. I also mentioned the car thieves used keyless entry with scanners and amplifiers which are easily purchased on the Internet and asked what could be done to stop these sales. I also asked what the Police could do to ensure the public are informed and how to take appropriate action to protect their property. I have forward to him various information to support what I discussed with him.

He will take the problem of this issue to the National Police and Crimes Commissioners meeting.

2. We were informed that 38% of the Police budget had been cut since 2010.
3. Each ward now as a dedicated PCSO and as a position becomes vacant it will be filled without any delay, as in the past some open position were not filled for 3 to 6 months, we were assured this should not happen again.
4. Home antitheft kits are now available, and it was suggested that the Beat Sargent be asked to talk to the Parish Council about them this may need to be listed as an agenda item.
5. Drivers owning in car cameras can now upload footage they capture of speeding or recklessly driven vehicles, along with a statement to [www.cheshire.police.uk](http://www.cheshire.police.uk), the Police will act on your information.
6. All PCSO's now have been train to use mobile speed camera and are asked to use it at least 1 hour every day but in different areas within a community in an attempt to reduce speeding.

## **Register of Interests on WBC site**

The Register relates to information given in 2014 still shows councillors that are no longer serving but we have updated our information since then?

[https://www.warrington.gov.uk/downloads/download/1187/rixton with glazebrook parish council register of interests forms](https://www.warrington.gov.uk/downloads/download/1187/rixton%20with%20glazebrook%20parish%20council%20register%20of%20interests%20forms)

## **Planning 4<sup>th</sup> April 2018**

Warrington Borough Council Planning meeting 2<sup>nd</sup> review of the Caravan park, our objection to ensure the site closed 2 months every year to ensure the site remained as a touring caravan site was supported by the planning committee voted for the site to close for 2 months every year, the months of closure are to be discussed with the site owners.

### **St Helen's School**

At the end of Easter term, the Headmistress Christine Smith retired after 38 years of teaching and 8 years at St Helen's School. On behalf of the Parish Council we thank her for the commitment and support she has given to the school, staff and pupils and wish her a long and happy retirement. We also welcome our new Headmaster Simon Jones and wish him well in his new role.

RESOLVED: That the report be received and noted.

## **154. Chairman's Projects – None**

## **155. Recent highways issues**

WBC email below

“ I can now advise you as follows -:

Glazebrook Lane Rixton - An inspection of the carriageway was undertaken on 4<sup>th</sup> April 2018. 4no defects that meet the threshold for repair were identified during this inspection and appropriate works orders have now been raised.

Moss Side Lane Junc Chapel Lane Rixton - An inspection of the carriageway was undertaken on 4<sup>th</sup> April 2018. 4no defects that meet the threshold for repair were identified during this inspection and appropriate works orders have now been raised.

Moss Side Lane junc Chapel Lane - An inspection of the carriageway road markings was undertaken on 4th April 2018, the road markings are currently in a good condition and at present do not require remarking.

However, the condition of the carriageway will continue to be monitored.

Glazebrook Lane gullies – I have been advised by the drainage supervisor that cleansing of the carriageway gullies on Glazebrook Lane are on a yearly maintenance cycle and will be carried out as part of scheduled works during August 2018.”

RESOLVED: That the email be received and work awaited.

**156. Elan City, Wicksteed, Countryside Voice Community Hall Agenda and Minutes (copy circulated by email), CPRE Membership Card**

RESOLVED:- That the aforementioned be circulated/noted.

**157. Request for installation of Bench Glazebrook Village Green**

The Clerk submitted request for positioning of a bench on Glazebrook Village Green. Details of the proposal were submitted to the Meeting. Members considered the request but felt that due to the possible precedent that could be set unfortunately the request could not be supported.

RESOLVED:- Members considered the request but felt that due to the possible precedent that could be set unfortunately the request could not be supported. (The vote on this item was 5 against and 1 for)

**158. Hackney Carriage and Private Hire**

The Clerk submitted the following email:-

“Dear Councillors

I wish to inform you that the Licensing Committee gave approval to consult on a third revised draft WBC Hackney Carriage and Private Hire Licensing Policy on 19<sup>th</sup> February 2018. We are now consulting on the draft policy and would be grateful for your feedback on our proposed amendments to the third draft policy.

The policy sets out the approach the Council will take in discharging its responsibilities with respect to Taxi/Private Hire Licensing. The Council is also under a duty to exercise its functions, whether relating to licensing or not, in a way that protects the travelling public including safeguarding children, young people and vulnerable adults.

It's important that our policies are kept under review, the draft Hackney Carriage/Private Hire Licensing Policy can be found on the Council's Taxi Licensing [webpage](#). I would be grateful if you could provide us with your feedback to our proposed changes by completing our [online](#) consultation questionnaire before **30<sup>th</sup> April 2018**. The comments received as part of the consultation will be referred back to the Licensing Committee on 12<sup>th</sup> June 2018 for consideration and to adopt the revised policy.

If you have any queries regarding the draft policy please do not hesitate to contact Caroline Sharkey, Licensing Manager on her direct line 01925 444051 or by e-mail at: [csharkey@warrington.gov.uk](mailto:csharkey@warrington.gov.uk) or you can contact Dave Watson, Regulatory Services Unit Manager on his direct line: 01925 442590 or by e-mail: [dwatson@warrington.gov.uk](mailto:dwatson@warrington.gov.uk) “

RESOLVED:- That the email be received and noted

**159. Glazebrook Lane**

The Clerk submitted the following email:-

“Could you please include our thanks & gratitude in your next parish meeting minutes, to Mr Bob Andrews who spent his Sunday clearing and making safe the footpath along Glazebrook Lane?

Thank you & Kind Regards,

Mike & Kay Taylor - Bank Street”

RESOLVED:- That the email be received and the Parish Council appreciate the thanks to Cllr Andrews.

**160. Traffic Survey**

The Clerk submitted details of the proposed traffic survey:

RESOLVED:- That the details of the survey be received and those within the Parish noted

**161. Refurbishment of the Community Hall**

The Clerk submitted the following email and copy of plans for the Parish Councils information

“Apologies for not sending through any plans until now. We have been discussing the direction of any refurbishment in our Community Hall Committee and a sub group. We felt it would be better to get a clear direction of the project before sending out plans to other stakeholder groups.

As you can appreciate the plans are still very much in their infancy and are likely to evolve as we progress. I will keep you informed as we near any planning application and would like to request a meeting with the Parish council to discuss in detail before we do formally submit any plans.

Please see attached a feasibility document and latest preferred layout along with some suggestions on how the exterior of the building may be enhanced.

I would also like to take this opportunity to formally invite you and all other members of the Parish Council to the drop in sessions we have planned in April. We hope to inform the local residents of the intention to refurbish the Hall and also show them what stage the proposed plans are at. Again the plans may evolve slightly between now and what's shown at the drop in sessions.

I have attached a flyer for the events that you will probably see around the village, we have also advertised at the Black Swan and in the "in the know" booklet.

Please let me know if you require any further information?

I will be at both drop in session and look forward to seeing you and the rest of the Parish Council there". The Parish Council considered the proposals.

RESOLVED:- That the email and plans be received and thanks given to the Community Hall Committee for keeping the Parish Council informed.

**162. GDPR**

Report from WBC Business Intelligence Team and short form advice leaflet. These have been circulated for your information there was also a Chalc Report which had also been submitted to Members.

RESOLVED:- That the information be received and advice used for Parish Council Information base The Chairman and Clerk be approved to go to a meeting with Chalc to help supply the information required to ensure Parish Council comply with the new Regulations.

RESOLVED:- Details circulated to Members.

**163. A. Recreation Ground**

Wicksteed will be carrying out the work to the wetpour within the next 4 weeks (subject to weather conditions).

The Wetpour has been carried out at a cost of £1,200 + Vat £1,440

RESOLVED:- That the cheque for £1,440 be paid.

**B: Glamis Wood** - See Chairman's report.

**C: HS2** - See Chairman's report.

**D: Parish Plan Groups** - See Cllr Clarke's report

**E: Parish Council Website** – Telephone number amended. See Chairman's Report.

**164. Footpath Recreation Ground**

The Clerk reported that the 10% held by the Parish Council in respect of this work has now been paid (with the agreement of the Councillors at the March Meeting) this was subject to a 12 months period of guarantee. The Clerk submitted details of lecterns which could be used on the site.

RESOLVED:-

(a) That the action of the Parish Councillors be approved along with the payment of £2,416

(b) That the information in respect of the lecterns be received and price be obtained for the Musketeers twin legged steel lectern along with cost of special printing required in relation to Parish Council match funding grant from the Big Lottery.

### **165. Meetings**

Police and Crime Commissioners - 17<sup>th</sup> April

### **166. Accounts for Payment**

**A:** RESOLVED:- That the following 6 accounts be paid:

Network Resurfacing (10% for work to footpath

Across the recreation ground	£2416.00	100478
I M Lowe (1 month's salary)	£ 399.80	100479
HM Revenue & Customs (1 month's tax)	£ 99.94	100480
WBC (painting of benches & weedkill)	£1,072.32	100481
IMLowe (ink and stationary)	£ 55.45	100482
Wicksteed (wetpour recreation ground)	£1,440.00	100483

### **B: Audit Update**

(i) The Clerk submitted the receipts and payments book for signature by the Chairman.

- (ii) The Clerk submitted the Annual Return for submission to the External Auditor and signature of the Chairman and Minute Reference (Appendix A).
- (iii) The Clerk submitted application for repayment of VAT (Appendix B).
- (iv) The Clerk submitted details of the advert for residents of the Parish to inspect the above (appendix C).

Members considered the contents of the above:-

RESOLVED:- That the following be agreed and approved

- (i) That the receipts and payments book be signed by the Chairman and the Clerk;
- (ii) That the Annual Return for submission to the External Auditor *be signed by* the Chairman and the Clerk and Minute Reference of 166B (Appendix A);
- (iii) That the application for repayment of VAT be agreed (Appendix B);
- (iv) That the advert for residents of the Parish, giving details of their rights and ability to inspect the documents, be placed on the Notice Boards and in the 2 Post Offices (appendix C).

## 167. PLANNING APPLICATIONS

**A: RESOLVED:-**

Application reference: 2018/32526  
 Location: Land adjacent to, 3,5,,7 and 9, Sycamore Crescent, Rixton-with-Glazebrook, Warrington, WA3 6JR  
 Description of development : Full Planning - Proposed alterations to the grass verge area to provide further resident parking provision, widen/increase parking provision adding new parking spaces alongside those already used by No 7, retain existing access point across pavement into vehicle parking zone, change of use for small area of the grass verge from grass to bitmac surface to form pedestrian route

OBJECT – loss of grassed area would be a loss of visual amenity and if a hardstanding for cars was made it would result in any cars from the area parking

Application reference: 2018/32575  
 Location: BRIDGE FARM, DAM LANE, RIXTON, WARRINGTON, WA3

6LE

Description of development : Prior Notification - Proposed Grain Store.  
The Parish Council is concerned that this development could cause problems to residential properties. The Parish Council will make final comments when/if a planning application is made.

**B:** APPEAL - Application reference: 2017/31286

Location: IVY COTTAGE, DAM LANE, RIXTON-WITH-GLAZEBROOK, WARRINGTON, WA3 6LE

Description of development : Householder - Proposed demolition of existing single storey side of property and build 2 storey side extension following Original application reference - 2016/29082

The Parish Council reiterate their comments on the original planning application.

## **168. PARISH PROBLEMS**

Cllr Johnson

1. Do we have the telephone number for reporting potholes yet.
2. WBC do a highways inspection and the rest of the time rely on information received from others.

Cllr Clarke

1. Gate on recreation ground is difficult to open when having a pram.
2. Issue in Hollins Green re bin collection can we have a policy/guidance re this – especially when vehicles are blocking access for the bin wagon.

Cllr Trenbath – Road markings worn Moat Lane/ Moss side Lane junctions.

Cllr Andrews

1. Village Green needs cutting
2. Dog poo unit being misused – Parish Plan Group need to remove.
3. Verges are overgrown on Glazebrook Lane – what can WBC do about this

VAT RETURN RIXTON WITH GLAZEBROOK PATISH COUNCIL					
UB REF NO UB 001263					
DATE	VAT NUMBER	BRIEF DESCRIPTION		TO WHOM	VAT PAID
20/04/17	GB257-7200-03	printer ink and stationary		Office Outlet	£4.66
20/04/17	GB119106690	Repair to swings		Wicksteed Playgrounds	£73.04
18/05/17	970001952	works to Glamis Wood		Griffin Contracting Services	£230
18/05/17	EU826014643	Web Site Update		iPage	£54.35
15/06/17	GB119106690	Repair to swings		Wicksteed Playgrounds	£73.04
15/06/17	771744412	Internal Audit		JDH Business Services	£31.6
20/07/17	835120752	Make good trees Glamis Wood		Holly Oak Tree Services	£16.00
20/07/17	107831677	Insurance		Zurich Municipal	£60.77
21/09/17		Printer Ink		Asda	£2.13
21/09/17	652419440	bus shelter		Commutaports	£96.80
21/09/17	830847032	External Audit		BDO	£60.00
21/09/17	GB226859933	printer ink and stationary		PC World	£5.00
21/09/17	652419440	bus shelter		Commutaports	£385.14
19/10/17	GB226859933	Printer & printer support & ink		pc World	£14.50
16/11/17	GB226859933	workss to Computer & USB Harddrive		PC World	£9.08
16/11/17	835120752	work to trees Glamis wood		Holly Oak Tree Services	£24.00
16/11/17	152847160	wildlower beds		Warrington BC	£117.18
21/12/17	GB226859933	Printer ink		PC World	£9.33
15/02/18	GB927227713	flower pots		Bents	£7.48
15/02/18	320093700	sweets		Home Bargains	£16.67
15/02/18	152847160	Christmas Newsletter		Warrington BC	£160.00
15/03/18	117038536	replacement footpath recreation ground		Network Surfacing	£3624
23/03/18	117038536	replacement footpath recreation ground		Network Surfacing	£402.7
				TOTAL	£5477.47
PARISH CLERK					
I M LOWE					
5 HARTLEY CLOSE					
LYMM					
CHESHIRE					
WA13 OJJ					