

# GREAT SANKEY PARISH COUNCIL

Minutes of meeting: Wednesday 11<sup>th</sup> October 2023  
Tim Parry Community Centre

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**Chair:** P Watson  
**Councillors:** D Price                      D Clark                      S Pennington  
                    A Morley                      N Cotter                      N Catlow  
                    S Parish                      H Patel

Also present: K Carter, Parish Clerk

**1. To receive apologies for unavoidable absence.**

Apologies had been received from Cllrs Warburton, Knowles and Sutcliffe.

**2. To approve the minutes of the meeting held on Wednesday 13<sup>th</sup> September 2023.**

The minutes had been circulated prior to the meeting and were approved as an accurate record.

*PARISH/2023/67: To approve minutes of the meeting held on Wednesday 13<sup>th</sup> September 2023 as a true and accurate record.*

**3. To receive any declarations of interest.**

None.

**4. PCSO reports.**

Report not received.

**5. Community Projects Committee**

**5.1 to receive and note draft minutes from the meeting held on 21.9.23.**

Noted with no questions.

**5.2 to be informed of decisions and consider any recommendations requiring further approval.**

There was one decision regarding Sankey Summer Fun Day 2024 which was accepted. The Community Projects will continue to work on the Fun Day as well as considering a program of small events for Christmas 2024.

*PARISH/2023/68: To hold Sankey Summer Fun Day on Sunday 23<sup>rd</sup> June 2024 on Dakota Park; budget set at £17k.*

**6. Finance Committee**

**6.1 to receive the draft minutes of the meeting on 3.10.23, including payments and decisions made under delegated authority.**

Noted.

**6.2 to consider recommendations and decide whether to accept them.**

Accepted with no questions.

*PARISH/2023/69: To accept and approve the winter improvement grounds maintenance works (GSPC-GER-002). Indicative cost £16,000 (including previously approved work) (Open Spaces Act 1906 s10, LG (Misc. Prov.) Act 1976 s19).*

*PARISH/2023/70: To accept and approve the quotes for the newsletter (The Design Project £600; Abraxas Media £2,780; Wizz Distribution £2,310) (LGA 1972 s142).*

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**PARISH/2023/71:** To accept and approve the quote from Comtech for the installation of an EV charge point and cabling for defibrillator to the front entrance of Whittle Hall Community Centre, £1490 (LGA 1972 s111; Public Health Act 1936, s234).

**PARISH/2023/72:** To replace chairs at Whittle Hall and Bewsey Barn Community Centres through Strictly Chairs and Tables from the £5k budget. To purchase new tables for Bewsey Barn if the budget allows (LG (Misc. Prov.) Act 1976 s19).

**PARISH/2023/73:** To give a donation of £200 to Mature Movers towards their Christmas meal (LGA 1972 s137).

## 6.3 to note the report from the External Auditor on the accounts for year ending 31.3.23.

There was one comment on the external auditor's report stating that the assertion relating to the completion of risk assessments had been incorrectly marked and the box for 'no' should have been checked. This was a simple clerical error; the review of the risk assessments had been delayed whilst the council engaged a H&S consultant, and the review was completed in April 2023.

**PARISH/2023/74:** To accept the report from the external auditor on the Annual Governance and Accountability Return for the year ending 31<sup>st</sup> March 2023 (Accounts and Audit Regulations 2015).

## 7. To consider postponing the May 2024 Parish Council meeting in consideration of the elections.

It was explained that the results from the 2024 elections would only be known on the day before the date of the May 2024 Parish Council meeting. This does not allow for the summons and agenda to be sent out within the statutory time frame of at least 3 clear days prior to the meeting. It was therefore agreed to postpone the meeting to the following week – Wednesday 15<sup>th</sup> May 2024.

**PARISH/2023/75:** To postpone the May 2024 meeting of the Parish Council to Wednesday 15<sup>th</sup> May 2024.

## 8. To discuss future objectives for grounds management.

A lot has been achieved in the short time since April, bringing the council's ground maintenance in-house and recruiting a Head Gardener. The Landscape Management Plan, approved in June 2023, started the process of setting objectives over a 5-year period. Given that the enterprise was a very new undertaking for the council, the plan at that time was tentative. Year 1 focused on assessing current GSPC sites and determining immediate actions required as well as improvements needed. It was proposed that the council consider further objectives for larger projects on GSPC sites, community involvement and possible partnership working in years 2-5. The objectives for year 1 have largely been achieved; the winter works approved under item 6.2 will complete these.

A key driver for bringing the grounds maintenance in-house was so that the council could undertake more community initiatives and consider working with partners such as WBC, The Land Trust and housing associations. To be able to do this in addition to maintaining the Parish Council's gardens and parks further staff and equipment will be needed. It was agreed to investigate a horticultural apprenticeship, requirements, and costs. It was also suggested

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the council consider a newly qualified apprentice as well as an apprentice to reduce the impact on the Head Gardener's time.

**PARISH/2023/76:** *To investigate options for increasing the parish council's grounds service using apprenticeship and/or newly qualified gardeners.*

**9. To have an overview of long-term plans for the Parish Council.**

Information item: a paper had been circulated listing the current projects the Parish Council is considering across the various committees. This was to help with decision-making when considering the 2024-25 budget, staffing levels and facilities. The projects underway are:

- Parish Playing Field: drainage works and pitch improvements to increase playability and usage.
- Sankey Station buildings: asset transfer to Parish Council and transformation into community hub.
- Brentnall Boat Park: negotiations with Your Housing regarding day-to-day management.
- Christmas events: consideration of an annual program of small community events.

**10. Sankey Station Project update.**

The CIC is hoping for a decision soon from Arch Co on the lease for the house. A QS has been appointed for the refurbishment of the building and the report will inform applications for funding to achieve the works. There has been a setback with the negotiations for the main building; the Chief Executive of WBC has also written to Network Rail to encourage them to find a way forward.

**11. To receive an update from the Police and Youth Advisory Group.**

Questionnaires have been sent out to residents and Councillors; the latter were encouraged to complete them. The Youth Zone has also been contacted for information on the numbers of Great Sankey young people using the facility.

**12. To receive an update from the Parish Playing Field Advisory Group.**

There are two items to be clarified before the Football Foundation can consider a funding application.

- The High School has confirmed that the rugby pitch is not used for school lessons but is occasionally used for local league competitions. The school is looking at alternative options for these matches as it would not want to jeopardize potential funding for the project. The Football Foundation may still award funding with one pitch as a dual use facility, but it would prefer to fund a scheme that is entirely football provision.
- The tender submissions are due to be evaluated at the end of the week with the help of the Grounds Management Association. The costs will be included in the business plan for the project.

It is hoped that Whittle Hall JFC will be able to apply for a grant towards the annual maintenance of the pitches, but it was confirmed that the Parish Council will be responsible for these costs if a grant is not awarded. The ongoing costs have also been built into the business plan. It was suggested that the UK Shared Prosperity Fund (UKSPF) could be an additional source of funding for ongoing maintenance.



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**13. To consider planning applications received by the Council and decide if any objections are to be raised.**

Noted with no comments or objections.

**14. To consider correspondence received by the Council and decide if any action is required.**

Item 1: re Remembrance Sunday – request for suggestions/comments to aid the planning of this year's event. This had been emailed to Councillors prior to the meeting and one set of observations forwarded. There were no further comments.

Item 2: Resident request for details of work orders on trees at the back of their property. This will be passed to Your Housing as the work is being undertaken on their behalf.

**15. To receive verbal reports from Parish Councillors and from Borough Councillors on items of note within the Parish.**

Cllr Parish reported that WBC is looking into a pedestrian crossing on Whittle Avenue to the new retail outlets.

Cllr Clark informed members that the solar panels for Tim Parry Community Centre are due to be installed during the October half term. He will also be taking photos of community centres and outdoor spaces as well as recording some short videos to update the Parish Council website.

Cllr Cotter told members that there will be a meeting between councillors and residents to discuss Marina Avenue Park which is managed by WBC. The aim is to listen to residents concerns and ideas for the site as well as facilitate the setting up of a Friends group for the park.

Cllr Pennington noted that there will be an initial meeting at the end of the week with Your Housing to discuss possible parish council involvement with Brentnall Boat Park.