

GREAT SANKEY PARISH COUNCIL

Minutes of meeting: Wednesday 8th October 2025
Tim Parry Community Centre

Chair: P. Watson
Councillors: B Simpson S Pennington A Muqem
 N Catlow A Morley S Parish
 C Lynas T Williams L Hussain
 C Wren M Hussain N Cotter

Also present: 2 members of public

1. To receive apologies for unavoidable absence.

Apologies were received from Cllr Cameron.

2. To approve the minutes of the meeting held on Wednesday 10th September 2025.

***PARISH/2025/84:** To approve minutes of the meeting held on Wednesday 10th September 2025 as a true and accurate record (LGA 1972, Sch 12, para41(1)).*

3. To receive any declarations of interest.

None.

4. Police Liaison & PCSO report.

4.1 to discuss speeding issues in the Parish

Deferred as PCSO not present.

4.2 to consider suggestions to prevent unauthorized firework displays on Parish Council land.

Following a meeting of the Police Liaison (Cllr Wren) and council staff with PCSO Matt Kirkham and Sgt Anna Bell a list of suggested actions was provided for consideration. For the council, these mainly involve informing the public ahead of Bonfire Night that there are no planned, authorised displays on council land and for people to inform the Police on 101 if they see any displays happening or being set up. Council staff will also check green sites throughout the day, and Cllr Watson volunteered to do so in the early evening. The Police will be patrolling as part of Operation Treacle; both Vicarage Park and Tim Parry Recreation Ground will be added to their list of sites to check. The Police have also indicated that they may be able to supply a direct phone number for Operation Treacle for the council to use for reporting purposes. Some of the options, such as engaging security staff, were not feasible, particularly since Bonfire Night is mid-week and any unauthorised displays may be set up at the weekends either side or during the week. It was agreed to delegate authority to the Chair & Clerk to finalise the decision and pass this onto the Police.

***PARISH/2025/85:** To delegate authority to the Chair and Clerk to finalise the decision on actions to be taken to prevent unauthorised firework displays on Council land and refer this to the Police (Crime & Disorder Act 1998 s17).*

5. Community Projects Committee

5.1 to receive the draft minutes of the meeting held on 4.9.25 and note decisions made under delegated authority

Minutes noted.

5.2 to consider recommendations requiring full council approval.

It was explained that the recommendations, which related to Sankey Fun Day, were not firm decisions but were for further exploration by the committee and were aimed at increasing revenue to mitigate costs whilst keeping it an affordable event for residents. Under

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consideration was a review of the stall holder fees, introduction of bars serving alcohol, opening the fair on the evening before and extending the event to 5pm. Councillors had some concerns about serving alcohol and whether this would change the nature of the event and the increase in duration as it is already a long day for volunteers. Councillors were encouraged to provide feedback through the survey that had been forwarded to them, and the committee will take any comments on board.

6. Parish Estates Committee

6.1 to receive the draft minutes of the meeting held on 17.9.25 and note decisions made under delegated authority

Noted.

6.2 to consider recommendations requiring full council approval.

***PARISH/2025/86:** That members of the public, including the press, be excluded from the meeting for the discussion on recommendation PEC/2025/24 due to the confidential nature of the discussion relating to staffing and contracts.*

7. Finance Committee:

7.1 to receive the draft minutes of the meeting held on 30.9.25 and note decisions made under delegated authority

Noted.

7.2 to consider any recommendations requiring full council approval

FINANCE/2025/84 recommended an increase in hire charges for the community centres. Concerns were raised about the impact on customers. It was explained that the reason for the decision was to mitigate the rising costs of operating the community centres because of overall inflation and increases in NI whilst continuing to provide affordable community space for groups and several options were considered. Following discussion, members voted in favour of the recommendation (Cllr M Hussain voted against).

***PARISH/2025/87:** To set a subsidy level for the community centres of £75,000 from the precept and apply phased increases in hire charges to meet this level (LG (Misc. Prov.) Act 1976 s19).*

FINANCE/2025/85 followed notification from WBC that they are no longer supplying Christmas trees to Parish Council's and would not be able to install the tree on Santa Rosa boulevard this year. The committee recommended obtaining quotes from other suppliers whilst recognizing that it could be short notice for this year. It was agreed to make a decision following these enquiries.

8. To receive the certified Annual Governance and Accountability Return for the year ending 31 March 2025, and to be advised of upcoming changes for the year ending 31 March 2026

Received and noted. The changes advised to Financial Regulations will be ratified at a future meeting. The audit for the current financial year will include an assertion relating to digital and data compliance. The council is already compliant with these regulations, but will explore options to make improvements, specifically,

- Requirement for an email account hosted on an authority owned domain – noted that the gs-pc.net domain complies with this, but the council could move to a gov.uk domain – not considered necessary.
- Council's website complies with the Web Content Accessibility Guidelines 2.2AA and the Public Bodies (Website and Mobile Applications) (No. 2) Accessibility Regulations.

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This is currently under review with the most recent guidelines, and any necessary work will be brought to the council with a quote.

- Parish Councils are still exempt from needing a Data Protection Officer (DPO) but there should still be regular data audits, as well as up-to-date policies and staff training. As this is a complex subject it was suggested the council explores costs for a DPO and for training.

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

Noted

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

- a) consultation from WBC re the removal of permitted development for the change of use from C3 to C4 in the central wards of the Borough – noted.
- b) Notification of ChALC annual meeting on 22nd Oct – Cllr Muqem already attending, Cllr Pennington expressed interest.
- c) from member of public regarding flags on lampposts. It was noted that these are on lampposts throughout the Borough. WBC have made an announcement on their website detailing actions to be taken – this will be forwarded.
- d) Cllr Pennington informed members that Matthiola have requested permission to install a storage container on Tim Parry Recreation Ground. A site visit is due to be carried out to look at the feasibility and will be referred to the Finance Committee for decision. Another group has also requested permission for use of TP Rec for football coaching sessions. A formal process is to be discussed by the Finance Committee.

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

Cllr Parish advised that there have been reports of inappropriate parking of HGVS in residential areas that are being followed up.

Cllr Catlow informed members of an authorised firework event at Penketh Primary School for which tickets are available. He also advised that he will be unavailable for the Remembrance Sunday event in Great Sankey & Penketh as he will be at the town centre commemoration.

Part 2 Discussion

12. To be updated on the Sankey Station project and consider the Heads of Terms document for the main station building.

The Heads of Terms document has only recently been received; comments are to be forwarded to the Clerk.

13. To receive feedback from Councillors on discussion paper presented 10-9-25

Feedback was requested on the item from last month; discussion will be deferred to next month.

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14. Recommendation from Parish Estates Committee, PEC/2025/24

That the lease for an industrial unit at Penketh Business Park is reconsidered by full council based on the following:

- That the council has statutory obligations under Employment Law and Health and Safety legislation
- That there is an operational necessity for suitable premises for GSPC's Grounds Team
- That, for the current unit under consideration with a rental cost of £12,800pa, it will be necessary to install a mezzanine floor for office space with costs in the region of £6-10k
- That lease negotiations will be carried out by a solicitor to protect the council's interests and there is no commitment to proceed until this process is completed and documents signed.

Agreed by majority (Cllr Catlow voted against) with a preferred option for a 5-year lease with a break option at 3-years.

PARISH/2025/88: To begin lease negotiations for a unit on Penketh Business Park as a base for the ground's operations (LGA 1972 s126)