

**MINUTES OF THE OCTOBER TOWN COUNCIL MEETING
OF BIRCHWOOD TOWN COUNCIL, HELD AT
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY
ON TUESDAY 23RD OCTOBER 2018**

Present: Councillor Atkin in the Chair
Councillors Allman, Breslin, Evans, Fitzsimmons, T. Hearldon and Reeves

Clerk – Mrs. F. McDonald
Deputy Clerk – Mrs. C Caddock
Business and Finance Officer - Mr. G. Crowe

PC Gareth Frith and PCSO Gina Jones

2 residents

Apologies: Councillors Bowden, D. Ellis, J. Ellis, M. Hearldon and Nelson

Request for dispensation: Councillor Fitzsimmons requested that Members of the Council consider a request for dispensation on behalf of Councillor Nelson due to ill health.

Members unanimously agreed that a dispensation is appropriate for however long is necessary and extended their best wishes to Councillor Nelson.

221/18-19 **SEPTEMBER TOWN COUNCIL MEETING MINUTES**

Councillor Breslin proposed, Councillor Evans seconded and it was resolved that: The Minutes of the September Town Council Meeting held on 25th September 2018 be approved as an accurate record and signed by the Chair.

Code of Conduct – Declaration of Interests

The Chair reminded members of their responsibility to declare any personal interest or prejudicial interest which they have in any item of business on the agenda, no later than when the item is reached.

Councillors Allman, Evans and T. Hearldon – the Friends of Birchwood Forest Park

Councillors Allman and Evans – Oakwood Community Association

Councillors Breslin – Birchwood Youth & Community Centre Committee

Councillors Atkin, Breslin and T. Hearldon – Birchwood Carnival Committee

Councillor Reeves – Birchwood Community High School

222/18-19 **PUBLIC PARTICIPATION**

(a) **Police Monthly Update**

PC Gareth Frith and PCSO Gina Jones gave a brief report to the Council regarding occurrences reported to Cheshire Police during October (to date) 2018, as follows:

Burglary, theft from motor vehicle, theft of motor vehicle

1. There have been no instances of domestic burglary.
2. There has been one instance of burglary at a business premises.
3. There have been several instances of vehicle crime in the form of the removal of windscreen wipers taken from vehicles. These are reported as ‘theft’ but are more likely to be acts of vandalism.
4. There have been no instances of theft of motor vehicle.

Anti-Social behaviour

1. There have been a few incidents of ASB reported around Birchwood Business Park. Some of the incidents have been caught on CCTV footage and have been reviewed by Officers, on occasion enabling identification of a perpetrator. The incidents have been followed up by the Police where possible.

On one occasion the call to the Police by park security and a review of CCTV allowed Officers to stop and search a group of youths who were acting in an anti-social manner on the park.

Councillor Reeves enquired whereabouts the anti-social behaviour was taking place on the park; as previously the Business Park had closed an access gate onto the park from Powell Avenue, citing anti-social behaviour around the offices and parking areas near the gate as a reason.

PC Frith said that it is mostly around the pond opposite Chadwick House.

Councillor Reeves said he argued at the time that closing the gate would not stop anti-social behaviour as the business park is a very open space and is easily accessed by several roads and footpaths from various areas.

It is noted that the gate is now accessible for park users by way of a coded security lock.

Councillor Atkin enquired whether there is a rising trend in anti-social behaviour or is it because incidents are being reported more?

PC Frith stated that there are a number of individuals at present who seem to be repeat 'offenders'.

PCSO Jones confirmed that most of the current incidents seem to involve one particular group of perpetrators.

Councillor Reeves asked who it is that tends to raise attention to incidents –the public or park security?

PC Frith replied that it is usually security that reports incidents to them – they have got the confidence to report issues and will therefore phone problems through to the Police. He added that although there does seem to be a problem at present, it is being addressed.

2. There were a few incidents in October still being reported at Birchwood Golf Club. These included the theft of golf balls and some interference with the greens and the golf bunkers.
3. The Police have had to remove youths from the abandoned building site to the rear of the Police Station on Delenty Drive on a few occasions and are monitoring the area.
4. There have been three or four reports (depending on how one of the incidents is categorised) of an individual male exposing himself to children in an area of Locking Stumps. PC Frith said that the male has not made any direct approach to anyone so far, but it is still troubling.
5. There has been an incident of damage at Birchwood Community High School. A review of CCTV has identified an offender (reoffender). At the moment some individual(s) is/are being treated as a 'nuisance' rather than career criminals and the Police are hoping to steer them away from their bad choices and behaviour, using various options available (such as restorative justice) rather than prosecute.

PC Frith added that people can only be given so many 'chances' even for so-called 'minor' offences, or the victim of an offence might want to prosecute; then there reaches a point where the Police have no choice but to take matters further and for offenders to be dealt with by more formal procedures.

Traffic management

PCSO Jones said that she is still waiting for site codes to enable her to undertake traffic enforcement operations on Admirals Road and Warrington Road. There is a new Officer in the department that issues the codes, so she has put in a repeat request to them. She has a site code for Glover Road.

In the meantime, Warrington Borough Council has issued the Police with a new speed indicator sign, which PCSO Jones can take out to the sites still awaiting codes, as an advisory measure.

The Clerk said that an update has been received from the Borough Council, stating that data from a speed survey undertaken on Glover Road at the crossing showed the average speed in both directions is 28.7mph, with 85% of vehicles being driven at or below 34.5mph.

The Clerk asked at what speed would drivers be prosecuted for going over the 30mph speed limit?

PC Frith stated that different forces operate different policies – some might prosecute if a vehicle is travelling at 1mph over the set speed limit; some forces use a 10% +2 formula.

Other items to note

1. There are travellers on Leacroft Road at present.
2. Several warrants for drug dealing have been executed around Birchwood, with a number of males being charged and remanded.
3. The PCSOs have been undertaking talks in schools regarding Halloween and Bonfire Night safety. Local shops have also been visited and requested not to sell flour and eggs to children around this time.
4. PCSO Jones reported that herself and PC Frith have changed their shift for tomorrow (24th October) to enable them to attend an event at Birchwood Shopping Centre; joining Cheshire Fire Service to promote Business Safety Initiative Day.

Members thanked PC Frith and PCSO Jones for attending.

(b) Public Participation

Two residents attended tonight's meeting. Both had similar queries regarding maintenance of landscaping in the area.

One resident asked about the maintenance of service strips in parts of Dove Close where shrubs are overgrowing onto paths.

The Clerk said that the Senior Maintenance Officer had already spoken to the Borough Council about this area. The Borough was supposed to be looking into this matter and reporting back. The Clerk added that as we have not yet received a response, we will chase it up.

Action Clerk's office to contact the Borough Council regarding the query of shrub maintenance on Dove Close.

The Clerk added that whilst our team is grass cutting, they have less time to undertake any shrub cutting in the area (for which we require the landlord's permission).

Councillor Atkin said that if the shrubbery belongs to the Borough Council but is not currently on their work schedule, if we can get permission, our team will trim it back if the work programme allows.

The resident was asked to email the Town Council to comply with GDPR regulations, giving their permission to allow us to use their contact details to progress their complaint with the relevant landowner.

Another resident raised an issue regarding very tall ash trees to the rear of their property in Gorse Covert. They are concerned that in high winds one or more of the branches could snap and fall into their garden or onto their conservatory and damage their home.

The Clerk said that it is likely that these trees are the responsibility of the Borough Council. She asked the resident to email the Town Council in order to comply with GDPR regulations, giving their permission to allow us to use their contact details to progress their complaint with the relevant landowner.

Action Clerk's office to look into the ownership of the trees as mentioned above, once the email has been received from the resident.

One of the residents enquired whether the Town Council would have been informed by Your Housing Group before or when they inform tenants about service charge increases.

Councillor Atkin replied that this is not something that the Town Council would be advised about.

The final query from one of the residents asked what can be done about cat fouling.

Councillor Evans said that unfortunately, cat fouling is not treated in the same way as dog fouling. Unlike most animals, cats have a 'right to roam'. There are no specific laws aimed at cats fouling on land.

As the residents had no further questions, the Chair declared Public Participation over.

Members thanked the residents for attending and encouraged them to stay for the rest of the meeting, if they wished.

223/18-19 **SPEEDING ON WARRINGTON ROAD**

The Clerk reported the Borough Council informed us that there were some issues with the collection of data for Warrington Road, near Risley Village, therefore the survey will be repeated following the half term school holidays.

224/18-19 **MEETING WITH BOROUGH COUNCIL OFFICERS**

A meeting took place on 20th September 2018 with Officers from Warrington Borough Council, during which a number of operational matters were discussed. Following the meeting, various operational matters remain ongoing.

The Clerk asked Members to note the emails received/sent with the Borough Council. The Borough will not be undertaking their next grass cutting round in Birchwood during the next two weeks due to limited staff resources.

The Town Council team decided to undertake an additional cut where it can and weather permitting; otherwise the grass would be very long again going into winter. This will probably be the final cut of the season and should be completed by Thursday this week.

The Clerk reported that the main routes into Birchwood; Birchwood Park Avenue and Birchwood Way, have now been cut by WBC. She has asked the Borough Council when Daten Avenue and the area around Leacroft Road will be cut – this will require traffic management to be put in place to undertake the work.

With regard to a query made, as requested, by the Clerk regarding the height of trees and shrubbery along the Brook Footpath, the Borough Council replied that this will not be reduced. The Borough has indicated that what is required is the removal of a number of trees and shrubs. However, the cost of this would be significant. The Borough Council is looking into whether this would be feasible at present.

The Clerk reported that our team hopes to work in partnership with the Borough Council, at a date(s) yet to be agreed, to clear leaves from footpaths and gulleys.

If it is agreed with the Borough, our team will blow leaves into the road from where the Borough's large street sweeper will sweep them up. In addition, the Borough and our team will work together on the spinal path. Our team will blow leaves into areas where it is easy for the Borough's medium-sized sweeper to clear them.

225/18-19 **YOUR HOUSING GROUP (YHG)**

(a) **Walkabout**

The Clerk said it is proposed the next walkabout will cover the Chatfield estate. No date has been set yet, but it is hoped that it will be sometime in November or December.

The Clerk reported that although Councillor J. Ellis could not attend tonight's meeting, she had sent a written update on a Tenant Engagement Meeting that she and Councillor D. Ellis had with Paul Stanners from YHG. (Copied to Members in their late papers.)

Councillor Evans commented, that there seemed to be an unnecessary number of people on the last walkabout, which led him to feel that it was not very well coordinated and possibly not as productive as it could have been.

The Clerk said that the last walkabout seemed to be trying to cover a lot of different requirements. Tenants had been invited to join it to raise their concerns; YHG staff were there to see what issues there are currently in the area being covered; YHG office staff were also in attendance, possibly to have the opportunity to become more familiar with the local surroundings and the Clerk, Senior Maintenance Team Officer and some Councillors had attended to raise issues that our staff have been dealing with and residents have been raising with Councillors, about the walkabout area over the last few weeks.

Unfortunately, YHG staff not in attendance this time had been those who deal with landscaping, which was the topic of many of the complaints raised – therefore these queries could not be dealt with directly.

Councillor Atkin suggested that we ask for a smaller delegation to be present during the next walkabout. He also suggested keeping the walkabout with tenants to YHG staff only, with perhaps a Councillor representative from the Town Council; as tenants tend to ask questions directed more specifically to YHG, which they have the ability to answer.

A separate walkabout could then be arranged with Town Council staff and the relevant YHG staff who deal with issues such as littering, landscaping, flytipping, etc. – things that our team do get involved with in YHG areas.

(b) **The Cage**

The Clerk reported that an issue with the maintenance of the MUGA aka 'The Cage' on Brock Road, has still not been addressed by YHG. One of the Town Council employees saw a couple of youths with a football going to the pitch yesterday. They approached it, saw that it was covered in leaves, turned around and left.

Unfortunately, because there are so many trees around it, the pitch does get covered in leaves which need removing. We have raised this with YHG on a number of occasions previously but it is an annual problem which appears to be discouraging people from using the facility.

The Clerk has asked YHG if something can be done about this, particularly as it is half term next week. She added that the response received was disappointing; as follows:

“If this is a hard surface, this would be a pointless task at the moment, as you know as soon as we clear them they would reappear the day after, If it’s a grassed area, soil amendment makes use of the fallen leaves, you don’t need to shred the leaves for this method to work just pile up a layer up to 6 inches deep then you can just leave them. The leaves will serve as mulch and will protect the soil around the trees, shrubs, or garden. leaving the leaves on the grass not only does your lawn no harm; it can actually impede weed growth, so we wouldn’t remove all the leaves.”

The Clerk said we have looked back through various documentation, including the bid made by YHG for funding to clarify the position regarding ongoing maintenance and it is clear that YHG had undertaken to maintain the MUGA, enlisting the assistance of the high school.

Councillor T. Hearldon commented that she had initially been approached by YHG to ask if the Town Council would support the application and had been promised, at that time, that it would be kept clean and maintained by YHG.

Councillor Atkin suggested reminding YHG of the agreements undertaken at the time for them to maintain the MUGA so that it can be used 24/7 by local residents.

Councillor Evans said that perhaps this could be raised with the Tenants’ Association.

(c) **The bin at the Birches in Locking Stumps**

The Clerk has informed YHG that this bin does not get emptied by YHG contractors even though it should be. Our team has been emptying it when they are in the area. She has asked if this is on a rota for emptying and, if so, what is the emptying frequency? We are awaiting a reply.

(d) **Damaged wall on Whitethroat Walk**

Councillor Evans asked about the collapsed wall, which has still not yet been dealt with on Whitethroat Walk and has been in the state it is in for at least 6 months.

Councillor Allman wondered if the wall actually belongs to YHG or if it might belong to the Borough Council, as YHG removed some flytipping near to the damaged wall the other day but did not remove any of the fallen brickwork.

The Clerk replied that she has reported the wall several times. This is not something the Town Council can deal with; she will chase it again.

Action Clerk’s office to follow up the query re: the damaged wall.

(e) **Waste container**

The Clerk reported that the container for disposing of waste collected from YHG areas has now been emptied, therefore flytipped waste from the YHG estates can be removed to the container again.

226/18-19 **REQUEST FOR PLANTER – COPPERFIELD CLOSE**

The Clerk reported that we have chased this matter but have not yet received a reply from the Borough Council.

Resolved: Clerk's office to continue to liaise with the Borough Council regarding this matter

227/18-19 **PROPOSAL FOR BARRIER PLANTERS**

At the September meeting Councillor Fitzsimmons said that it would be nice to have flower planters on the railings at the three pedestrian crossings near the local primary schools in Birchwood and the Clerk had been tasked with looking into the possibility of having barrier planters installed.

The Clerk reported that the Borough Council has said that it will work with the Town Council regarding the proposal for installing the planters. There would be two planters at each crossing – on the left barriers (diagonally opposite each other) so there are no sightline obstructions for pedestrians waiting to cross, checking for vehicles on their side of the road.

The Clerk had obtained some quotes and 12 planters would cost in the region of £1,800 plus VAT. There would also be the cost of compost, plants, labour and maintaining the planters.

Members agreed for this to be considered further in the next budget meeting.

Action For this item to be considered further as part of the final budget decisions.

The Clerk reported that the team have planted some additional spring bulbs on the fire station roundabout and that winter bedding plants have been purchased and are/will be planted in the planters in the next week or so.

228/18-19 **STRATEGY & ACTION PLAN UPDATE**

As Councillor D. Ellis was unable to attend tonight's meeting, he had emailed an update report to the Council, which was presented as a late paper at tonight's meeting.

Members received and noted the update.

229/18-19 **PLANNING UPDATE**

Application No. 2018/33273 Unit A4 Birchwood Shopping Centre, Benson Road, Birchwood WA3 7PG Change of Use – Proposed change of use from its current state of an A1 hairdressers to an A5-Hot Food Takeaway.

We are still awaiting outcome information regarding this (resubmitted) application.

230/18-19 **PLANNING APPEAL UPDATE**

Appeal Ref. APP/M0655/W/18/3203791 re: Planning Application 2017/31147, New Hall Farm, Birchwood, WA3 6LH: Proposed re-use & extension of agricultural barn to accommodate a facility for the generation of electricity from gas & storage of electricity in batteries, etc. (full description available in the office).

The Clerk stated that we have looked to see if there is any progress update regarding this matter (which there is not yet), although it can take several months for this type of appeal to be decided.

231/18-19 **PROPOSED EXTENSION OF PARKING RESTRICTIONS ON CHATFIELD DRIVE**

The Clerk reported that we have still not yet heard anything further regarding the proposed extension of parking restrictions on Chatfield Drive.

In addition, the Town Council had contacted the Borough Council requesting that the 20mph speed limit be continued past the high school and we are still awaiting to hear from the Borough Council regarding the speed limit.

232/18-19 **PARISH LIAISON MEETING / CODE OF CONDUCT TRAINING**

The Clerk stated that she and Councillor Atkin attended the Parish Liaison Meeting that took place on 1st October 2018. The Clerk has circulated slides from the presentation given about the potential impact in 2019/2020 of the withdrawal of the Council Tax Support Scheme on local Parish and Town Councils.

The Clerk informed Members about some of the other items on the agenda for the meeting. These included GDPR, Warrington's Own Buses, Parish Council vacancies, the Local Plan and Code of Conduct matters. She added that it had been emphasised how important it is for Councillors to update their Register of Interest documentation as soon as anything changes as this is a legal requirement.

Details had been received and circulated to Members, between meetings, of a Code of Conduct training session for Councillors; held at the Town Hall on 22nd October 2018.

Councillor Atkin said that he had attended this training, which gave a general overview of the Code of Conduct, but also included particularly useful information on some of the potential pitfalls of social media – especially where lines can become blurred as to whether someone is posting as a member of the public or in their capacity as a Councillor.

233/18-19 **BIRCHWOOD REMEMBRANCE DAY SERVICE**

The Clerk reminded Members that the Birchwood Service of Remembrance, organised by Birchwood Lions, is taking place at the Birchwood Shopping Centre Memorial on Saturday, 10th November, 2018. Guests are asked to gather at 10.30am.

The wreaths that the Town Council lays on behalf of the community were ordered, as requested and have been received.

234/18-19 **BIRCHWOOD PRIMARY SCHOOL PROPOSED WASTE AWARENESS PROGRAM**

Following discussion at the September meeting, the Clerk, as requested, sent a letter to the parent who had asked if the Town Council could offer any support to their proposals for a waste awareness program, explaining the Town Council's position and the limited assistance we are able to offer; with suggestions on how the proposal might possibly be adjusted to make it more suitable for primary age children.

NEW ITEMS RAISED UNDER THE CLERK'S REPORT TO THE COUNCIL

235/18-19 **WARRINGTON BOROUGH COUNCIL**

- (a) Received – Invitation from the Mayor to the Annual Remembrance Day Service and Parade, taking place on Sunday, 11 November 2018 at the War Memorial, Bridge Foot, Warrington at 11.00 am.

Councillor Atkin will be attending to represent the Town Council.

- (b) Received - Information for suppliers of goods/services to the Borough Council re: GDPR.
- (c) Received – Neighbourhood Bulletin – September 2018.
- (d) Received – Notification of Highways Works on Clayton Road and Leacroft Road.
- (e) Sent – various online reporting forms re: streetlighting, potential trips hazards, flytipping, etc.
- (f) Received – Update re: Phases 2 and 3 of the Warrington East Roadworks.
- (g) Sent/received – Emails confirming that the Town Council will be able to collect winter grit from the Borough Council with prior notice.
- (h) Received – Details of a Code of Conduct training session for Councillors; held at the Town Hall on 22nd October 2018. (See Minute 232/18-18 above.)
- (i) Email sent re: WBC bins apparently not being emptied in the Forest Park.

Councillor Allman said that he had spoken to the Ranger about the issue. There are 26 bins on the park that are usually emptied every Wednesday by the Borough Council. For some reason (not known) the bins have not been emptied for the past few weeks.

The Clerk said that the office has also raised this matter with the Ranger and asked that he contact the Borough Council to have them emptied. Our team is currently ‘top-picking’ litter from bins in the car park to make some room for additional waste.

The Clerk informed Members that we have, in the past, agreed with the Borough Council that, if they let us know that they have an issue with emptying the Forest Park bins (if, for example, someone is off sick or on leave and they cannot arrange cover) then our team will empty the ones that they can get to and have keys to unlock. However, the Borough Council has never let us know when this is the case.

236/18-19 **YOUR HOUSING GROUP (YHG)**

Sent/received – emails re: the shrubbery at the junction of Admirals Road and Chatfield Drive. An enquiry was made as to whether these shrubs could be removed and replaced with grass, to enable drivers to clearly see, in advance, any pedestrians.

YHG would rather keep the shrubbery and ensure it is maintained at a reasonable height.

237/18-19 **MISCELLANEOUS CORRESPONDENCE**

- (a) Received – Various update/information emails from Warrington Voluntary Action.
- (b) Received – A note of thanks from a resident regarding the Town Council’s assistance with some overgrowing shrubbery and broken glass.
- (c) Received – details of an event at the Village Hotel, Warrington, celebrating the work of the Warrington Wolves Charitable Foundation.
- (d) Received – Poster advertising for people to join in with the creation of a live theatre event being organised by ‘Not Too Tame’.
- (e) Received – Email from a resident re: a hole with barriers around on Heather Close that appears to have been ‘forgotten’. We have contacted WBC to enquire about this matter.

- (f) Received – Update from Highways England re: M62 Junctions 10-12 Smart Motorway Project.
- (g) Received – From Oakwood Community Association – poster re: survey/consultation about proposed Youth Drop-In Centre in the Oakwood Community Centre (posted on our Facebook Page).

238/18-19 **CHESHIRE POLICE**

- (a) Received – copies of various Police Alerts.
- (b) Notification of the next PCC meeting with Parish and Town Council representatives – taking place on Tuesday 6th November 2018, 6.30pm in Warrington Police Station.

Due to previous commitments, Councillor D. Ellis is unable to attend this meeting. Councillor Atkin will be attending in his place.
- (c) Received – ‘Special Edition – Stakeholder Bulletin’.
- (d) Sent – Email re: alleged abandoned vehicle on Ordnance Avenue; following telephone calls received from residents concerned it may be stolen and/or abandoned.

PCSO Jones will look into this matter.

239/18-19 **CHESHIRE ASSOCIATION OF LOCAL COUNCILS (CHALC), NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC), SOCIETY OF LOCAL COUNCIL CLERKS (SLCC)**

- (a) Received – ChALC weekly e-bulletins
- (b) Received - NALC Chief Executive Bulletins and NALC Newsletters
- (c) Received – SLCC – various Newsbulletins and details of conferences, etc.

240/18-19 **PUBLICATIONS RECEIVED**

Various LGC magazines & e-mail Briefings

241/18-19 **MEMBERS’ REFERRALS MADE VIA THE CLERK PRIOR TO THE MEETING FOR CONSIDERATION AT THIS COUNCIL MEETING**

There were no Members’ referrals made prior to the publication of the Clerk’s Report.

242/18-19 **CURRENT PLANNING APPLICATIONS FOR COMMENT AND OBSERVATION AND OTHER RELATED PLANNING ISSUES**

- (a) **Warrington Borough Council**

Development Management Committee meeting documents for 10/10/18. There was one application specifically related to Birchwood on the Main Agenda for discussion: Application No. 2018/33281 Land at Kelvin Street, Birchwood Park. Proposed widening of existing road; with a recommendation for approval.

243/18-19 ENFORCEMENT CASES

- (a) Lists of enforcement cases recently opened/closed have been received.
- (b) Sent – Email to Planning Enforcement at WBC following the receipt of a query from a resident about a neighbour’s ‘hobby’ which they believe could be a health and safety risk.

Planning Enforcement are investigating the complaint and have also referred it to Environmental Health.

244/18-19 PLANNING DECISIONS

- (a) Application No. 2018/33039 14 Forbes Close, WA3 6PP. Proposed single storey side and rear extension. **Approved with conditions**
- (b) Application No. 2018/32445 Ground Floor, 920 Birchwood Boulevard, WA3 7QS. Proposed increase to the parking for the offices at 910, 920 and 922. **Approved with conditions**
- (c) Application. No. 2018/33021 55 Keyes Close, WA3 6RX. Proposed two storey side and single storey rear extension. **Withdrawn**
- (d) Application No. 2018/33307 The Poacher, Gorse Covert, WA3 6UG. Proposed formation of a new children’s play area & extended external seating area, within the existing site boundary. 3 existing disabled parking bays to be relocated. New play area / seating area to receive new 1000mm high metal hooped boundary fence & self-closing gates to perimeter. **Approved with conditions**

For information, Councillor Breslin informed Members that, at present the Planning Department is outsourcing Planning Decisions (to Salford City Council).

Councillor Fitzsimmons commented that the Borough Council has no choice but to do this due to a huge staff shortage in the Planning Department; as a number of planning staff left in a short period of time.

Warrington Borough Council and Salford City Council often work in partnership with each other. This current planning decision outsourcing is a short-term measure whilst additional staff are recruited.

245/18-19 PLANNING APPLICATIONS

All plans can be viewed via:

http://www.warrington.gov.uk/home/transport_planning_and_environment/Planning/Search_planning_applications/

Certain applications are not Planning Applications; therefore there is no statutory opportunity to allow 21 days for comments, e.g: Non material amendment applications, Lawful development certificates (S192) and 28 day prior approval/determination applications. These types of applications are received for information only.

- (a) Application No. 2018/33551 Birchwood Community High School, Brock Road, WA3 7PT. Proposed discharge of Condition 4 (characterisation and remediation and verification) following planning approval 2018/32045.

- (b) Application No. 2018/33620 65 Woodhouse Close, Birchwood, WA3 6QP. Proposed single storey garage extension to side elevation.
- (c) Application No. 2018/33642 Unit A and Unit B, The Beacons, WA3 6WX. Proposed redecoration of existing windows/doors/soffits & fascias and application of solar film to entrance glazing at Unit A and Unit C, The Beacons.
- (d) Application No. 2018/33687 55 Keyes Close, Birchwood, WA3 6RX. Proposed single storey extension and change to roof shape.
- (e) Application No. 2018/33723 19 Kelsall Close, Birchwood, WA3 6LZ. Proposed single storey extensions to front and side elevations along with conversion of the garage to a habitable room.

Members did not have any comments or objections to make to the above applications at this point in time.

This part of the meeting concluded at 6.55 pm.