**BURTONWOOD & WESTBROOK PARISH COUNCIL**

Minutes of the Parish Council Meeting held on Wednesday, 16 July 2025 at

7.30 pm – Gullivers World Theme Park

Present Chairperson Ward

\* J Webb (IND) Old Hall

Vice Chairperson

\* N Catlow (IND) Westbrook

Council Members

J Guthrie (L) Burtonwood

T Murray (IND) Burtonwood

\* K Burgess (L) Burtonwood

\* J White (IND) Burtonwood

\* K Cox (IND) Burtonwood

\* C Mitchell (L) Burtonwood

\* B Gallagher (L) Westbrook

\* M Rufus (L) Westbrook

K Eglinton (L) Westbrook

Barrie Morgan-Scrutton (L) Westbrook

Brian Morgan-Scrutton (L) Westbrook

D Peers (IND) Westbrook

\* A Guthrie (L) Westbrook

D Gallagher (L) Westbrook

\* Denotes Councillor present at Council

Also present Clerk to the Council – Julie Pickles

T Holding

J Holding

C28 Apologies

An apology for absence had been received from Councillors Judith Guthrie, Diane Gallagher, Kate Eglinton, Theresa Murray, Barrie Morgan-Scrutton and Brian Morgan-Scrutton and Dan Peers.

C29 Code of Conduct - Declarations of Interest

There was no declarations of interest received.

C30 Community / Policing Issues

PCSO Stephen Heaps was not in attendance, but his emailed reports had been circulated prior to the meeting.

A local resident reported that Gorsey Lane had now become a racetrack, which would only get worse once the development got underway in Bold, it was noted that he thought that the whole of Burtonwood needed to be a 20 mph zone, it was further noted that he would not mind a speed bump in front of his house.

Councillor K Burgess reported that double yellow lines were to be placed on Gorsey lane, he had attended the consultation for the new Bold development, he had written to the MP and would encourage everyone to write to St Helens and Warrington Councils to object.

Councillor A Guthrie reported on the recent police surgeries and noted that local attendance was low, it was reported that these surgeries should be advertised in a better way.

C31 Minutes of the Previous Meeting (18 June 2025)

**It was resolved by the Council that the minutes from the meeting held on 18 June 2025 were read and approved as a correct record**

C32 Matters Arising

Nil

C33 Finance Sub-Committee - Agenda (16 July 2025)

The Chairperson (Cllr Jason Webb) reported verbally on the Finance Sub-Committee meeting attended by himself, Councillors Nigel Catlow, Alan Guthrie, Jan White and Ceri Mitchell.

**Resolved that the following recommendations of the Finance Sub- Committee be adopted as resolution of the Council.**

C33.1 Apologies

Apologies for absence had been received from Councillor Theresa Murray.

C33.2 Code of Conduct - Declarations of Interest

No declarations of interest were declared.

C33.3 Application(s) for Grant

Nil

C33.4 Accounts Approved for Payment (Chairman using delegated powers between meetings

Nil

C33.5 Accounts Requiring Payment (July 2025)

Winwick PC Litter Picker July 2025 £2020.20

Ionos – Website June £ 12.00

D Platt Burtonwood Hedges £ 504.00

WBC Play Area Inspections Q1 £ 309.91

WBC Repair Swing Gorsey Lane £ 67.20

D Norris Half Year Invoice / Add work £5239.64

Gate Keeper July Salary Top Up £ 31.80

Clerks Expenses July £ 84.80

**Recommended by the Finance Sub-Committed that all payments be made**

C33.6 Monthly Accounts & Bank Reconciliation (June 2025)

The Clerk had produced a report detailing the payments, receipts account and reconciliation for the month of June 2025 and it was

**Recommended by the Finance Sub-Committee that the balance be noted and the report be accepted**

C33.7Kingswood Community Centre

The Clerk reported that the fire and security system had been in the building since new and now had recurring faults that were getting harder to repair and it was

**Recommended by the Finance Sub-Committee that the Clerk procures quotes for both systems**

C33.8Pavilion Centre

Main Agenda.

C33.9Play Area – Pavilion

Nil

C33.10Play Area – Collins Green

Nil

C33.12Play Area Inspections

It was noted that repairs recommended by the inspection report had been ordered by the Clerk.

C33.13Fir Tree Community Ground

Nil

C33.14Pitches

Nil

C33.15Quotations Received

Nil

C34 Planning Agenda (16 July 2025)

Councillor Kevin Cox reported verbally on the Planning Sub-Committee meeting also in attendance was Councillor Marc Rufus

**Resolved that the following recommendations of the Planning Sub- Committee be adopted as resolution of the Council.**

C34.1Apologies

Apologies for absence had been received from Councillors Kate Eglinton and Dan Peers.

C34.2 Code of Conduct - Declarations of Interest

No Declarations of Interest had been received or recorded.

C34.3 Documents Received

1.

Councils and Clerks Direct

2.

WBC

–

Comm Review Update

–

emailed to all

3.

Intermodal Logistics Park North

–

sent to

all

4.

Tritax Big Box

–

Intermodal Logistics Park North (ILP North)

5.

Horse Welfare Concern

6.

Cllr T Murray

–

Information request

7.

Horse Welfare Concern

8.

LUF Workshop Slides

–

emailed to all

9.

Cllr A Guthrie

–

LUF

–

Financial Matters

–

Separation of Parish

–

Emailed to all

10.

Cllr B Gallagher

–

Support of Cllr A Guthries email (no 9

–

above)

–

Emailed to all

11.

WBC John Davies

-

LUF Update

–

Transportation

–

emailed to all

12.

Email

–

John Bibby

–

Possible Westbrook Library Closure

–

emailed to

all

13.

Email Cllr H Patel

–

Westbrook Library

–

emailed to all

14.

Email Cllr T Higgins

–

Westbrook Library

–

emailed to all

15.

Email Cllr B Gallagher

–

Renaming of the Pavilion

–

emailed to all

16.

Email Cllr A Guthrie

–

Reply to Cllr H Patel

–

Westbrook Library

–

emailed to all

17.

Email Cllr T Murray

–

Modular Units

–

LUF

18.

Email Cllr J White

–

Modular Units

–

LUF

19.

Email

–

Wasps

–

Room Hire

20.

Email

–

WBC Corporate Strategy

–

emailed to all

21.

Email

–

WBC

–

Westbrook Library

–

emailed to all

22.

Email

–

Police Reports

–

emailed to all

23.

Tritax Big Box Intermodal Logistics Park

0 General Item of Correspondence

2 Domestic Planning Application

0 Non-Domestic Planning Application

0 Prior Notifications under Schedule 2, Part 24 of the Town, and Country Planning – (General Permitted Development Order) 1995 (1)

0 Notice of Withdrawal of Planning Application

0 Notice of Decision – Permission Granted

0 Notice of Decision – Permission Refused

0 Notice of Certificate of Lawful Use

0 Notice of Permitted Development

0 Notice of Decision – Approved

0 The Planning Inspectorate

0 Notice of Appeal By Way of Informal Hearing

0 Notice of Appeal By Way of Written Representation

0 Notice of Appeal By Way of Public Inquiry

4 Enforcement Notices Received and Closed

0Town and Country Act 1991 – Appeal Under S78 Against Refusal of House Holder Application

0 WBC Development Control Agenda

0 WBC Cat D Listing

0 Ward List

Recommended by the Planning Sub-Committee that the above documents received be noted

C35 Correspondence

1. Revised Street Trading Consultation – WBC
2. WODAC – Thankyou
3. Play Area Inspection Report – June 2025
4. WBC – Gorsey Lane Pavilion
5. The Clerk
6. Clerks and Councils Direct
7. Complaint
8. Police Report
9. B Pilling – Burtonwood Community Centre

**Resolved by the Council that all correspondence be noted**

C36 Burtonwood Reports / Updates

Councillor Kevin Burgess reported on the following matters;-

* ASB – Alder Lane, new signage to be sited, continued partnership working with other local agencies
* WBC to look at new policy for HMO’s
* Hedges – lots of work done locally
* Local noise nuisance
* Traveller sites updates ( Broad Lane, Farmers Lane and Penkford Lane)
* Burtonwood Community Primary School – Breakfast Club and walking bus update

**Resolved by the Council that Councillor K Burgess’s report be noted**

Councillor Jan White reported on the following matter;-

* Lumber Lane pathway is full of grass, Councillor K Burgess stated that stated that he would forward the matter

**Resolved by the Council that Councillor J White’s report be noted**

Councillor Kevin Cox reported on the following matter;-

* Nuisance parking around the Co-op in Burtonwood, Councillor Kevin Burgess asked for the details and he would forward the matter with the Borough Council or Councillor Cox could report the matter himself

**Resolved by the Council that Councillor K Cox’s report be noted**

C37 Old Hall Reports / Updates

Councillor Jason Webb reported on the following matters;-

* ASB – Old Hall Park, grass set on fire
* Callands Road traffic notice, work will start in September, work schedule permitting

**Resolved by the Council that Councillor J Webb’s report be noted**

C38 Westbrook Reports / Updates

Councillor Brian Gallagher reported on the following matter;-

* Reported that the fence around Callands Park had been repaired

**Resolved by the Council that Councillor B Gallagher’s report be noted**

Councillor Alan Guthrie reported on the following matter; -

* Westbrook Big Party – very good evening, once all the figures were finalised the organisers would report on the amount and to where the money raised would be distributed (local charities)

**Resolved by the Council that Councillor A Guthrie’s report be noted**

Councillor M Rufus reported on the following matter;-

* Reported that the library would not be shutting, but would probably be reviewed again in two years’ time, It was noted that the Members of Parish Council hoped to do some partnership working with Great Sankey Parish Council and the Friends of the Library Group, it was further noted that Burtonwood and Westbrook Parish Council had pledged to give the Borough Council a grant of 10K in order to keep the facility open.

**Resolved by the Council that Councillor M Rufus’s report be noted**

C39 **Resolved that the public and press be excluded from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be considered**

C40 Burtonwood Gorsey Lane Site - Rebuild

Members were asked to consider 3 draft drawings in relation to the new build, the drawings were labeled A, B and C. The supplied draft plans set out what the Parish Council could actually afford to provide with the Leveling Up Bid granted.

The Council discussed the matter at some length, a vote ensued and it was

**Resolved by the Council that Plan B was approved, with further adaptations to be applied**

C41 Member Matters

The Chairman reported that a complaint had been forwarded to the Clerk in relation to a Member, the Clerk reported that the matter had nothing to do with the Parish Council as the Member was acting as a volunteer.

Members were reminded in regard to their roles and responsibilities and the Code of Conduct.

The meeting closed at 9.00pm.

Signed as a true record……..…………….

Cllr Jason Webb

Chairperson

17 September 2025