**Great Budworth Parish Council Meeting 9th September 2024**

**Agenda**

**Apologies for Absence:** To receive apologies and approve reasons for absence – Cllr SC gave apologies at previous meeting

**Declarations of interest:** Register of interests - Councillors are reminded of the need to update their register of interests and the need to disclose both the type of interest and its nature

**Dispensations:** To consider requests for Dispensations

**Public Forum:** Electors and members of the public are welcome to raise their issues or present matters of interest to the council

**Minutes:** To consider the approval of the minutes of the last meeting of the Council 01/07/24

**Actions from last Parish Council Meeting**

1. **Parish Councillors’ reports and items for future agendas**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda

1. **Ward Councillor Reports**

For information only, items raised for discussion will appear on the agenda for the next meeting

1. **Progress Reports**
   1. The Lower Pump House
      1. Roof Repair
      2. Signage
      3. Testing (see Correspondence items 20 & 31 for details)
   2. Mission Statement
   3. Sale of land behind Upper Pump House
   4. .gov.uk domain change
   5. Clerk’s Admin
   6. Internal Checklist
   7. Risk Register
2. **Finance**
3. Bank Reconciliations
4. Spend against budget
5. Investment Account
6. Banking Arrangements
7. Draft Budget
8. To consider payments to be made as per attached list
9. **Correspondence**
10. To note correspondence received as per attached list
11. To discuss publishing of correspondence to residents
12. **Tree Management**

To discuss quotes for Tree Survey and next steps

1. **Casual Vacancy**

To discuss the filling of the casual vacancy

1. **Any other business**

To note any other business arisen during discussions

**Date of the next meeting.** 04/11/24

**Great Budworth Parish Council**

**Payments List**

1. Clerks Salary – 01/07/24 – 01/09/24

01/08/24 (payment for July) Standing Order (SO) payment of **£468** (based on 6hrs per week)

1/8/24 (July), Extra hours as agreed at pc meeting 01/07/24 for period 01/07/24 to 08/09/24 7.411 hrs @ £18ph = **£133.49** chq.no. 1075

PAYE payment 1/8/24 for £601.49

02/09/24 (payment for August) SO **£468**

2/9/24 (August), Extra hours as agreed at pc meeting 01/07/24 for period 01/07/24 to 08/09/24

hrs 10.66 @ £18ph = **£192** chq.no.1076

PAYE payment 2/9/24 for

Total salary paid 01/07/24 – 01/09/24 £1261.49

1. Clerks Reimbursements (includes £6 per week ‘working from home allowance’, .gov.uk domain registration @ £12, email hosting @ £84 & mileage) = **£168.78** chq.no. 1078
2. Sale of Land behind Upper Pump House - **£5000** paid into account 26/7/24
3. ICO membership renewal – direct debit **£40** taken on 05/08/24
4. AJ Gallagher – Insurance - **£1588.31** chq.no.1077
5. SLCC – Branch Conference attendance - **£35** chq.no. 1079
6. Hankey Home & Gardens – Work on the Avenue - **£240** chq.no. 1080

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| --- | --- | --- | --- |
| **Opening balance on Current account after pc payments 1/7/24**  **£** | **Total Payments £** | **Total Receipts £** | **Closing balance on current account after pc payments 9/9/24**  **£** |
| 13126.52 |  |  |  |
|  | 5000.00 |  |  |
|  |  | 468.00 |  |
|  |  | 133.49 |  |
|  |  | 40.00 |  |
|  |  | 468.00 |  |
|  |  | 192.00 |  |
|  |  | 168.78 |  |
|  |  | 1588.31 |  |
|  |  | 35.00 |  |
|  |  | 240.00 |  |
|  |  |  |  |

**Great Budworth Parish Council**

**Correspondence List**

1. Email from Ward Councillor Phil Marshall – Road Verges
2. Email PCSO – June/July Report – nothing for Great Budworth
3. Email from Ward Councillor Lynn Gibbon – Carriageway works on High Street
4. Temporary Road Closure Notice – High Street 3/7/24
5. Email from Insurance Company – Renewal Information Request (Oct24)– Completed and asked for renewal quote before next meeting
6. Email from Chalc – Consultations – Public Spaces Protection Order (Dog Control)/Volunteering Strategy/Household Waste Recycling Centres
7. Email from a member of the public – pump house water supply – responded
8. Email from Cheshire East Council – Neighbourhood Development Plan Submission for High Legh
9. Email from Manchester Airport – Noise Action Plan Consultation
10. Email from Manchester Airport – Parish Council Forum
11. Temporary Road Closure Notice – Budworth Lane 18/7/24
12. Planning Application Notice – 24/01755/LBC – Fairfield Cottage Warrington Road – Erection of garden room extension and rebuild of single storey lean-to, plus alterations to existing patio and perimeter wall – Comment deadline 26/7/24 – via email – no comments
13. Planning Application Notice – 24/01754/FUL – Fairfield Cottage Warrington Road – Erection of garden room extension and rebuild of single storey lean-to, plus alterations to existing patio and perimeter wall – Comment deadline 30/7/24 – via email – no comments
14. Planning Application Notice – 24/01886/FUL – Fairfield Cottage Warrington Road – Construction of single storey and first floor extension, alterations to roof to form a link from existing adjoining dwelling– Comment deadline 5/8/24 - via email – no comments
15. Planning Application Notice – 24/01887/LBC – Fairfield Cottage Warrington Road – Construction of single storey and first floor extension, alterations to roof to form a link from existing adjoining dwelling– Comment deadline 5/8/24 - via email – no comments
16. Email from Great Budworth Primary – re access to school field
17. Email from Rev. Alec Brown – re access to school field
18. Planning Application Notice – 24/01783/FUL – Newlands 17 Westage Lane – Insertion of rooflights to front and rear elevations– Comment deadline 9/8/24 - via email – concerns that full loft conversion being done without planning consent– (planning emailed 5/8/24 with no response, chased 21/8/24 (see response 22/8/24, item 35))
19. Email from Chalc – Online event Highways & Trees
20. Email from Madelaine Davies – re testing of water Lower Pump House
21. Email from Chalc – Volunteering Strategy – completed on behalf of pc
22. Temporary Road Closure Notice – Belmont Road 8/8/24
23. Email from Chalc – Community Safety case Study Survey
24. Email from Cheshire Police – Community Knife Sweep
25. Planning Application Notice – 24/01932/LBC – Alicks Rose Cottage 57 High Street – Replacement of two external and one internal door– Comment deadline 19/8/24 - via email – no comments
26. Email from HS2 – Update in regard to The High Speed Rail (Crewe-Manchester) Bill
27. Email from Chalc – NALC Star Council Awards 2024
28. Email from Cheshire East – Consultation on Neighbourhood Development Plan Submission - Styal
29. Email from Cheshire Police – Community Litter Pick
30. Email from PCSO – July/August Report – report of theft of a bike from the Cock O Budworth
31. Email from Madelaine Davies – re cost of testing of water Lower Pump House
32. Emails from CW&C – Housing Strategy Consultation
33. Email from Chalc – Climate Action webinar
34. Email from Cheshire East – Neighbourhood Development Plan Submission (modification) – Astbury & Moreton
35. Email from CW&C - regarding planning application 24/01783/FUL (see item 18 above)
36. Email from PKF Littlejohn – notice of receipt of Exemption for external audit (2024)
37. Email from Ward Cllr Lynn Gibbon – Critical Mass Rides
38. Email from CW&C – Climate Action Webinars
39. Email from CW&C – Design Code Consultation
40. Email from Manchester Airport – Noise Action Plan Consultation
41. Email from Chalc – National Planning Policy Framework Survey
42. Email from CW&C – Mining for Memories project
43. Email from Chalc – Common Planning Considerations for Community Energy Projects webinar
44. Email from Chalc – Cheshire Sandstone Ridge survey
45. Letter from Natwest – Interest Rate on Reserve Account reducing – was 1.46% reducing to 1.36%
46. Letter from TV Licencing – Parish Hall under investigation for having NO licence – formed filled in confirming we don’t need one
47. Email from PCSO – August/September report