Minutes of Great Budworth Parish Council meeting held on 6th January 2025

The meeting opened at 19:00

**Present**:

Parish Cllrs; Chair Dave Wilkinson (DW), Cllr Steven Jennings (SJ), Cllr Chris Wise (CW), Cllr Karen Williams (KW), Vice Chair Cllr Justin Culver (JC), Cllr Steve Coppell (SC) and Cllr Tyler Hutton (TH)

Clerk: Caroline Constable (CC)

**Resignation of Cllr Malcolm Torrance (MT):** DW formally announced the resignation of MT who he thanked for his many years of service and dedication to the Parish Council and the village. He wished him good health and looked forward to seeing him attend future meetings as a resident

**Apologies**:

Apologies received from Ward Cllrs Lynn Gibbon (LG), Norman Wright (NW) and Phil Marshall (PM)

**Declarations of interest:**

No declarations of interest

**Dispensations:**

There were no dispensations

**Public Forum:**

Two members of the public were present; one of whom, Mr Bob Wilkinson, wished to update the pc with progression on the parish hall kitchen refurbishment.

Mr Wilkinson stated that the kitchen was almost complete just requiring a further visit from the electrician. He thanked the PC on behalf of the Parish Hall Trustees for their kind payment of the flooring.

CC announced that as per the previous discussions on donating to the parish hall the agreed total fund of £1500 meant that a cheque for £210 would be issued to the Parish Hall Committee (see payments).

Mr Wilkinson also raised the issue of the streetlight outside of the parish hall. He had informed CC at the end of the November meeting and she confirmed that a report had been made to CW&C. Mr Wilkson stated that workmen had been out but that they had reported that there was no longer any electric going to the light. CC will contact CW&C.

**Minutes:**

The minutes from the parish council meeting of 04/11/24 were agreed, approved and signed

**Actions from last meeting:**

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| Action Point | Action | Assigned to | Comments |
| 1 | Investigate issue with fingerpost near Cock O’Budworth & cleaning of others | DW | Requested a direct email for highways in order to chase, CC will forward details |
| 2 | Letter to owners of 50 Church Street re planning permission | CC | See agenda item 6  |
| 3 | Look into roof repairs of lower pumphouse | DW | Still to be done |
| 4 | Put up sign in lower Pumphouse | DW | √ |
| 5 | Send draft mission statement to clerk | JC | JC stated that it had been sent but CC had not received it, he will send again  |
| 6 | Create summary of above | CC | To be done |
| 7 | Contact Lloyds re treasurers account | CC | See agenda item 4b |
| 8 | Chase Highways re obscured Chevron sign on bend on Marston Lane just before Higher Marston | LG | LG not present, will email |
| 9 | Finalise 2025-2026 budget  | CC | √ |
| 10 | Publish 2025/2026 pc meeting dates to website | CC | √ |
| 11 | Update Standing Orders & all policies with policy review schedule | CC | √ |
| 12 | Analyse Tree Survey & create list of urgent work | All | √ see agenda item 8 |
| 13 | Organise purchase of village Christmas tree | DW | √ invoice not yet received. Mr Wilkson stated that a resident had kindly donated £50 towards the cost |

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|  | Agenda Point | Assigned to.. |
| **1** | **Parish Cllr Reports**KW – update on Little Dene; flooding bad again due to recent rains. Resident reported that they have had the grids on their driveways cleared and that whilst this has made an improvement there the runoff from the fields is still flooding their gardens. The promised work to the field has still not been done even though KW has emailed the landowner numerous times. DW advised that the field has been sown with something. CC asked whether the water is running into the road. KW advised that it is. CC stated that we could get LG involved to see whether she could facilitate something. KW to send landowner details to CC and she will contact LGKW – sunken grid near Cock O’Budworth that was filled a few weeks ago has already failedDW – pot hole issues still remain in the village. CC advised that a notice had been issued in the afternoon (6/1/25) about works to The High Street and Church Street on 15/1/25. The promised ‘re-surfacing’ by LG is still due to take place in April | KWCC |
| **2** | **Ward Cllr Reports**Ward Cllrs not present – no report received |  |
| **3** | **Progress Reports**1. The Lower Pump House
	1. Roof Repair – still to be done
	2. Signage – sign now in place
2. Mission Statement – CC had not received the mission statement. JC advised that he had sent it and will re send. CC will then summarise
3. Parish Hall Kitchen Flooring and Donation

Final invoice received and to be paid. As per details stated in ‘public forum’ above, a cheque for £210 would be issued to the Parish Hall Committee, taking the total donation to £1500 | CC |
| **4** | **Finance**1. Bank Reconciliations – reconciliations for the past 2 months were signed off by CW (current), JC (95 day) & TH (reserve)
2. Banking Arrangements – Clerk confirmed that if we move over to Lloyds in order to get an account with a debit card and online banking we will be charged the new £4.25 per month rate. She advised that she felt it was necessary and had included the £51 per year cost into the budget. Cllrs were in agreement and gave the go ahead to start the switch over process. CW asked whether we would be keeping the savings accounts at Natwest. CC advised that they could be left for now and that if Lloyds offered better rates they could be moved at a later date
3. Budget 2025-2026 Sign-off – changes as discussed last meeting and new costings for bank fees and water testing fees added to budget. All in agreement and budget signed off by DW
4. Precept – precept request form received from CW&C, £11508.31 precept to be requested
5. Payments/Receipts:

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| --- | --- | --- | --- | --- |
| Payee | Details | Chq.No. | In | Out |
| Clerk | Salary –01/12/24 SO - for period 01/10/24-30/11/24 |  |  | 468.00 |
| Clerk | Salary –02/01/25 SO - for period 1/12/24-31/12/24 |  |  | 468.00 |
| Clerk | Salary – extra hours01/12/24-31/12/24 9.58 hrs @ £18ph | 1089 |  | 172.50 |
| Clerk | Reimbursements (includes working from home allowance, mileage, ink, paper & envelopes) | 1090 |  | 161.18 |
| Topfloors | Final Payment for parish hall kitchen flooring | 1131 |  | 645.00 |
| Parish Hall Committee | Donation | 1132 |  | 210.00 |
| SLCC | Membership Renewal | 1088 |  | 110.00 |
| CW&C | Water Testing October 2024 | 1133 |  | 257.93 |
| Steve Coppell | Reissue of chq.1055 (returned unpaid) – defib pads | 1087 |  | 98.40 |
| Anna Lee | Grant for Budworth Bulletin | 1134 |  | 400.00 |
| Totals |  |  | 0 | 2991.01 |

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| Current Account Opening Balance | in | out | Current Account Closing Balance |
| 11517.40 | 0 | 2991.01 | 8526.39 |
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 |  CCCC |
| **5** | **Correspondence**1. Email from Chalc – Ofgem changes to unmetered supply street lights – forwarded to parish hall committee – n/a
2. Email from Chalc – Communication Survey – completed
3. Email from Chalc - Town and Parish Connections Online Meeting: Climate Change Consultation 10th December – KW attended the online meeting and DW watched the final presentation, nothing really to report
4. Email from Madelaine Davies CW&C – Great Budworth Spring Tests – results published to website
5. Email from CW&C - Cheshire West and Chester Design Code – Vision Engagement
6. Email from Chalc – community consultation events for Design Codes
7. Email from Chalc - Highways website and 'report it' improvements
8. Email from student at Manchester Film School - Location Scouting - Short Film – whatsapp message posted for interest
9. Email from Chalc - Railway 200 - National Event 2025
10. Email from Canal & River Trust - Engineering the Future Project -Anderton Boat Lift and Visitor Centre - Tuesday 19th November
11. Email from Cheshire Police – October Report – no issues locally
12. Email from Lynn Gibbon – repairs to High Street
13. Email from CW&C – Temporary Road Closure High Street 20/11/24 – pothole filled
14. Email from Lynn Gibbon – Cost of Living Report October – forwarded to Anna Lee for inclusion in Bulletin
15. Email from Lynn Gibbon – Problem Solving Group Nomination Form (ASBO) – n/a
16. Email from CW&C – Temporary Road Closure Westage Lane 05/12/24 – DW saw workmen but not sure what work was completed
17. Letter from Natwest – returned cheque unpaid – new cheque issued
18. Planning Application 24/03392/FUL – Fairfield Cottage Warrington Road – Erection of hardwood gates and brick gateposts to the property from Belmont Road – no comments
19. Email from Dan Price, Cheshire Police & Crime Commissioner – Newsletter
20. Email from Knutsford Town Council - The Mayor of Knutsford charity ball
21. Email from Cheshire Community Action - Latest news December 2024
22. Email from Curry’s Cloud Backup – notice of renewal 9/1/25 £60
23. Email from Chalc – 2025 Virtual Training Schedule
24. Email from CW&C – Precept setting request
25. Email from Chalc – VE day 80 – see ‘any other business’
26. Email from Chalc – Public Space Protection Order Consultation –completed
27. Email from Chalc - NALC Chief executive's bulletin - 19 December 2024
28. Email from 123reg.com – Domain Registration Renewal
29. Planning Application 24/03629/LBC - Garden Cottage – Alterations to roof include removal of 2 chimneys, single storey rear & side extensions, alterations to windows & doors, internal alterations – n/a as in Antrobus but no comments
30. Letter from Natwest – reduction in Interest Rate on Reserve Account
31. Email from PCC Dan Price - invitation to meet with CWaC Borough, Town and Parish Councils 22.01.25 – no one to attend
32. HMRC – tax code change – actioned
33. Email from Lynn Gibbon – Member’s Budget Grant – forwarded onto Bob Redfern (Parish Hall Committee)
34. Email from CW&C - Temporary Road Closure High Street 15/01/25
35. Email from CW&C - Temporary Road Closure Church Street 15/01/25
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| **6** | **50 Church Street**CC sent letter to the owners listing concerns over the work that is progressing at the property, they responded stating that Conservation Officers from CW&C & Cheshire East had been contacted and they had been given go ahead to make temporary changes for security and safety reasons. Via email Cllrs asked CC to contact planning which she did but so far has had no response. Cllrs concerned as owners stated a planning application would be submitted by the end of November but so far nothing has been received. CC will chase planning | CC |
| **7** | **Lymm Radio**CC advised that the owner of Lymm Radio had attended the SLCC Conference in December and that having started it during COVID lockdown to keep residents connected it had expanded and the intention was now to cover the whole of the M56 corridor. He would be willing to attend PC meetings to give info and offer publicising of village events. CC advised that it could be a way to promote Great Budworth. CW asked whether he was really looking for advertising funding. All in agreement that it could be something useful for the future |  |
| **8** | **Tree Management**Survey has now been reviewed and a number of high/medium priority issues identified; dead branches on 3 trees within The Avenue and epicormic growth to most of the trees also within The Avenue. CC created a schedule of works and risk assessment for the work. Cllrs concerned that the removal of the dead branches was too dangerous for volunteers and that the removal of the epicormic growth was too big a job. She will identify the specific trees and send location to cllrs and then once the work has been assessed an action plan can be created.Tree Management Policy with updates following recent survey agreed and adopted | CC |
| **9** | **Any other business**CW – VE 80 Day commemorations – asked whether resident interest could be garnered for supporting an event. CC to ask Anna Lee to put an article in the BulletinCW – Village Tidy Up – following the successful tidy up in autumn asked whether it was to be repeated. DW advised that it would once weather was better and he would schedule at that time | CCDW |

Confirmed date of next meeting, 06/01/2025

Meeting closed at 20:13

Abbreviations: pc (parish council), cllr (councillor), cllrs (councillors), cllrs’ (councillors’), cllr’s (councillor’s), CW&C (Cheshire West and Chester), GBPC (Great Budworth Parish Council)