**Great Budworth Parish Council**

**Meeting 12th May 2025**

**Agenda**

**Apologies for Absence:** To receive apologies and approve reasons for absence

**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 03/03/25

**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. 50 Church Street
	3. Tree Management
	4. Parish Hall CIO Insurance
	5. Parish Councillor Vacancy
2. **Finance**
3. Bank Reconciliations
4. Final Spend Against Budget 2024/2025
5. Banking Arrangements
6. Certificate of Exemption
7. Exercise of Public Rights
8. Internal Audit
9. Annual Return and AGAR Signoff
10. VAT reclaim
11. To consider payments to be made as per attached list
12. **Correspondence**

To note correspondence received as per attached list

1. **Email Management**
2. **Civility & Respect Pledge**
3. **Net Zero & Carbon Action Plan**
4. **Any other business**

**Date of the next meeting.** 01/07/25

**Great Budworth Parish Council**

**Payments List**

1. Clerks Salary – 03/03/25 – 11/05/25

01/04/25 (payment for March) (SO) **£468** (based on 6hrs per week)

PAYE payment 01/04/25 for £468

01/05/25 (payment for April) SO **£468**

Extra Hours 03/03/25-30/04/25 11.83 hrs @ £18ph **£212.94** chq. no. 1136

PAYE payment 01/05/25 for £680.94

12/05/25 Extra Hours 01/05/25-11/05/25 6.33 hrs @ £18ph **£ 113.99** chq. no. 1140

 PAYE payment 12/05/25 £113.99

Total salary paid 03/03/25 – 11/05/25 **£ 1262.93**

1. Clerks Reimbursements (includes £6 per week ‘working from home allowance’, mileage, Microsoft 365 renewal) - **£213.29** chq.no. 1141
2. Nick Bowman – quote for work on The Avenue – £520 – work needs doing before end April!
3. Northwich Tree Surgery – quote for work on The Avenue - £2280
4. CW&C - Remittance Advice – Precept - £**11508.31**
5. Chalc – membership renewal - £**115.44** chq.no. 1137
6. JDH Business Services – Internal Audit - £**348** chq.no. 1139
7. NBM – Website Hosting - £**120** chq.no. 1138
8. Great Budworth Tennis & Bowling Club Rent 2024-2025 - £**10** (payment into bank 07/03/25, accounted for in 2024-2025 accounts)
9. Great Budworth Parish Hall CIO – payment towards Buildings Insurance 2024/2025 - £**557** (payment into bank 26/03/25, accounted for in 2024-2025 accounts)
10. CW&C – water testing 04/02/2025 - £**117.56** chq. no. 1142

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| --- | --- | --- | --- |
| **Opening balance on Current account after pc payments 03/03/25** **£** | **Total Payments £** | **Total Receipts £** | **Closing balance on current account after pc payments 12/05/25** **£** |
| 7451.95 |  |  |  |
|  | 468.00 |  |  |
|  | 468.00 |  |  |
|  | 212.94 |  |  |
|  |  | 11508.31 |  |
|  | 115.44 |  |  |
|  | 348.00 |  |  |
|  | 120.00 |  |  |
|  | 113.99 |  |  |
|  | 213.29 |  |  |
|  |  | 10.00 |  |
|  |  | 557.00 |  |
|  | 117.56 |  |  |
|  |  |  |  |
|  | 2177.22 | 12075.31 |  |
|  |  |  |  |
|  |  |  | 17350.04 |

**Great Budworth Parish Council**

**Correspondence List**

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| 1 | Planning Application | 25/00640/CAT | Hough Farm, 49 Church Street | 1 x Silver Poplar 4m crown reduction | no comments |
| 2 | Planning Application | 25/00432/LBC | Fairfield Cottage, Warrington Road | Alterations to ground floor living room | no comments |
| 3 | Planning Application | 25/00447/LBC | Fairfield Cottage, Warrington Road | minor modifications to ground and first floor with alterations to windows and doors | no comments |
| 4 | Planning Application | 25/00446/FUL | Fairfield Cottage, Warrington Road | minor modifications to ground and first floor with alterations to windows and doors | no comments |
| 5 | Planning Application | 25/00664/CAT | 2 Dene Cottages, Warrington Road | 5 x Broad Leaf Lime Trees – prune back to existing pollard and removed diseased Lime, reduce Magnolia crown by 1-1.5m | no comments |
| 6 | Planning Application | 25/00715/FUL | Fairfield Cottage, Warrington Road | Erection of single storey building to house swimming pool, changing room, sauna & plant room | no comments |
| 7 | Planning Application | 25/00716/LBC | Fairfield Cottage, Warrington Road | Erection of single storey building to house swimming pool, changing room, sauna & plant room | no comments |
| 8 | Planning Application | 25/00432/LBC | Fairfield Cottage, Warrington Road | Internal alterations to fireplace | no comments |
| 9 | Planning Application | 25/01210/CAT | 3 Dene Cottages, Warrington Road | Removal of Pine tree | no comments |
| 10 | Planning Application | 25/00997/LBC | Fairfield Cottage, Warrington Road | Addition of a rear facing first floor gable and glazed conservatory at ground floor level, alterations to existing outbuilding and internal alterations |  |
| 11 | Planning Application | 25/00996/FUL | Fairfield Cottage, Warrington Road | Addition of a rear facing first floor gable and glazed conservatory at ground floor level, alterations to existing outbuilding and internal alterations |  |
| 12 | Email from chalc | West Cheshire Town and Parish Conference 2025 |  |
| 13 | Email from PCSO Diana Wiggins | February Marbury Report | no issues in Great Budworth |
| 14 | Email from Roy Poole | offer to sell old maps of Great Budworth | No interest |
| 15 | Email from Lynn Gibbon | Northwich North Parish Council Conference | Clerk attended; devolution, flooding and road repair discussed |
| 16 | Email from Lynn Gibbon | Mersey Forest Plan Launch |  |
| 17 | Email from chalc | Community projects funding launch |  |
| 18 | Email from Lynn Gibbon | Nature Recovery Consultation | Clerk completed |
| 19 | Email from Manchester Airport | Barrierless Forecourts Information |
| 20 | Temporary Road Closure Notice | Belmont Road | 24/3/25 | Clerk posted to website |
| 21 | Temporary Road Closure Notice | Heath Lane | 24/3/25 | Clerk posted to website |
| 22 | Email from Lynn Gibbon | Big Conversation Toolkit  | Mid cheshire hospitals nhs foundation trust engagement programme | Help shape the future of healthcare | Clerk posted to website |
| 23 | Email from Lynn Gibbon | Space Hive Crowd Funding launch |  |
| 24 | Email from chalc | Commemorating 80 yrs since WWII | Mersey Forest initiative |  |
| 25 | Email from chalc | Cheshire & Warrington Devolution Consultation | webinar | Clerk attended |
| 26 | Email from chalc | Simpler recycling waste duties |  | Clerk forwarded to Parish Hall CIO |
| 27 | Email from chalc | New date for West Cheshire Town and Parish Conference 2025 |  |
| 28 | Email from Lynn Gibbon | Spring Holiday Activities | Clerk posted to website |
| 29 | Email from SSE (agent) | Meter readings at parish hall | Clerk forwarded to Parish Hall CIO |
| 30 | Letter from Natwest | Reduction in interest rates on 95 day access account |  |
| 31 | Letter from pensions Regulator | Re-enrolment & declaration for Pension |  | Clerk contacted NEST (pension provider) – in process of adding clerk as a delegate as all previous details and access not in emails or files |
| 32 | Email from Lynn Gibbon | Winnington Solar Park | Request to object | Clerk completed |
| 33 | Email from Cheshire Police | Operation Sceptre – knife sweep | Saturday 24/5/25 |
| 34 | Email from Manchester Airport | Spring Community Flyer | Clerk posted to website |
| 35 | Email from Arley Hall | Forward Notice of Fireworks – 17th & 18th May | Clerk posted to website |
| 36 | Email from chalc | Town & Parish Connections Online meeting – 22/05/25 | Clerk registered to attend |
| 37 | Temporary Road Closure Notice | Heath Lane | 07/05/2025 & 08/05/2025 | Clerk posted to website |
| 38 | Email from chalc | Planning for Parish & Town Councils Training | 03/06/2025 |  |
| 39 | Email from PCSO Diana Wiggins | March/April Marbury Report | no issues in Great Budworth |
| 40 | Email from Planning | Response to concerns over 50 Church Street | 25/00996/FUL & 25/00997/LBC |  |
| 41 | Email from Cheshire Community Action | Writing Successful Funding Bids Training |  |
| 42 | Email from Cheshire Police & Crime Commissioners Office | Survey – What do you know about the role of PCC? |  |
| 43 | Email from Cheshire Community Action | Invitation to apply for Board Vacancy |  |
| 44 | Email from chalc |  | Phase 2 Narrow Rounds Recycling Collections | Clerk posted to website |
| 45 | Email from chalc |  | Online Training CW&C Code of Conduct |  |
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