

MINUTES OF A MEETING OF CHOLMONDELEY & CHORLEY PARISH COUNCIL

HELD ON :26 June 2025

THE BOWLING GREEN, CHOLOMONDELY

PRESENT:

Councillor C Hopley	Vice Chair
Councillor P Probin	
Councillor A D Fennell	

APPOLOGIES:

Councillor I Cundy	Chairman
Councillor S Aspinall	
Councillor G Nicholas	
Councillor C Crossley	

ALSO PRESENT

Councillor James Pearson
-Ward Councillor

21. APOLOGIES FOR ABSENCE AND CHAIRING ARRANGEMENTS

Apologies were received and accepted.

As the elected Chair (Councillor I Cundy) had sent apologies and was unable to attend, members formally appointed Cllr C Hopley to chair the meeting in accordance with Standing Orders.

The meeting was quorate with three councillors present, meeting the required quorum for the Parish Council. The appointment was unanimously approved by those present, and the meeting proceeded properly constituted.

22. DECLARATIONS OF INTEREST

Members were reminded to declare any disclosable pecuniary interests or other interests in items on the agenda and to withdraw from the meeting during the relevant item if appropriate.

No declarations were made.

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23. MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meetings held on 6 May 2025 be approved and signed by the Chairman as a correct record.

24. BOROUGH COUNCILLOR'S REPORT

Ward Councillor James Pearson reported on:

- **Highways:** Ongoing discussion regarding responsibility for the culvert near Bickerton Road, required drainage works and associated complaints from parishioners. The matter remains open to resolution between Cheshire East Council and the Estate.
- **Planning applications:** The Clerk notified the Ward Councillor that the Parish Council is not receiving statutory planning notifications from Cheshire East; Cllr Pearson will follow this up.
- **Economy & Growth Committee:** Current review of council farm tenancies, to conclude by November 2025, aimed at improving opportunities for young people in agriculture.
- **Environmental matters:** Engagement with Severn Trent Water on tree planting initiatives.

25. POLICE UPDATE

Councillor Chris Hopley and Councillor P Probin reported back from the Wrenbury Police Cluster Meeting (covering 22/01/25 – 07/05/25).

Key local issues included:

- Road traffic collisions and vehicle incidents, including nuisance motorbikes on Whitchurch Road, Cholmondeley and a drink driving arrest on A49.
- Burglaries and thefts in neighbouring parishes, including theft of tools, attempted break-ins and outbuildings targeted.
- Other incidents such as missing persons, hunting and welfare concerns. Additionally, residents are warned of ongoing **online scams** including fraudulent delivery texts (purporting to be from 'Evri') asking for payment of extra charges, which then defraud bank accounts. Residents should remain vigilant and report suspicious messages to Action Fraud.

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26. MATTERS ARISING

- **Notice Board:** An oak notice board was agreed; the Council will contribute 50% of the cost, up to a maximum budget of £1,000. Councillors to provide photos for forwarding to Cholmondeley Estate to progress action. It was noted this is vital to improve the parish's appearance and promote local engagement, given the existing board's wear and tear.
- **Litter picking:** Councillors continue regular litter picking and support wider community initiatives, including Duke of Edinburgh and volunteer-led events.

27. NEIGHBOURHOOD PLAN

- Funding from Locality has now ceased; the Parish Council is on the final stage and will explore professional consultancy support to complete it.
- The Terms of Reference for the Neighbourhood Plan Working Group were approved.
- Membership will be confirmed at the next meeting when more councillors are present.
- The Regulation 14 consultation strategy, including draft summary, flyer, poster and online survey, was noted.

28. PLANNING MATTERS

The Clerk confirmed the Parish Council is not receiving planning notifications from Cheshire East; the Ward Councillor will chase this up to ensure the Council is properly consulted and the Clerk will also write a letter to Cheshire Planning regarding this issue.

29. NEWSLETTER & COMMUNICATIONS

- **WhatsApp Group:** A local residents' group has been trialled and successfully set up; more residents may be added as relevant.
- **Tushingham Newsletter:** Collaboration to be explored further to enhance local communications.

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30. PARISH COUNCIL VACANCIES

- Councillor vacancies remain promoted; the Parish Council has identified a potential co-optee who has been invited to attend the next meeting.

31. AUTHORISATION OF PAYMENTS

No	invoice date	Account name	Bank	Ref for payment	Reason for payment	VAT	Amount
3	05/06/2025	D Foulkes	Natwest	April-June Pay	Payroll Charges	0	373.50
4	05/06/2025	HMRC Cumbernauld	Information not specified in the documents received	120PY003255612503	HMRC payment	0	86.40
5	05/06/2025	AVOW	Information not specified in the documents received	AVOW - invoice reference	Payroll Charges	0	12.58
6	10/05/2025	Zurich Municipal	Barclays Bank PLC	23110249	Insurance for parish Council	0	294.54
Total							767.02

Interest: £12.63 (31/03/2025).

32. GOVERNANCE & AGAR 2024–2025

- The **Certificate of Exemption** was approved and signed.
- The **Internal Audit Report 2024–2025** was received; the Council expressed thanks to the Clerk for thorough preparation.
- AGAR Section 1 (Annual Governance Statement)
- AGAR Section 2 (Accounting Statements) were reviewed, approved, and signed by the Chairman and Clerk.
- The period for the exercise of public rights was confirmed.
- The Clerk provided full clarification including:
 - Adjustments between the two bank accounts to be properly explained as highlighted in the IA report so that it is transparent and aligns with the AGAR boxes and it will be published transparently and shared with the internal auditor and councillors.
 - Members of the public remain welcome to view the accounts at any reasonable time, even beyond the statutory period. The Council is professional and transparent.
- The Clerk outlined the council's adoption of a policy on vexatious, repeated, or anonymous requests, aligned with NALC Civility & Respect guidance, to address persistent contact by an individual under an unverified alias.

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- The Clerk will seek clarification from the External Auditor whether anonymous or pseudonymous contacts fall within the proper statutory process and whether confirmation of residency/elector status should be required by the external auditor.
- The Council reaffirmed its commitment to robust governance, transparency, and continual improvement.

33. SHARED ITEMS / NEXT AGENDA

- Planning for September funday is ongoing.
- Community event on 5 July at the memorial, Beaston Drive, including laying of a wreath.
- Agreed: a £100 donation from the Parish Council towards the event costs.

34. DATE OF NEXT MEETING

The next meeting will take place on **16 September 2025 at 7.30pm.**

Future dates: 18 November 2025, 17 March 2026, and AGM on 5 May 2026.

Signed: (Chair)

Date: