

CHOLMONDELEY AND CHORLEY PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON : **29 June 2026**

SCHOOL FARM, CHOLMONDELEY

PRESENT: Councillor C Crossley Chair
 Councillor C Hopley
 Councillor A D Fennell
 Councillor P Probin Vice Chair

APPOLOGIES: Councillor G Nicholas
 Councillor James Pearson Ward Councillor

ALSO PRESENT Debbie Foulkes Clerk/RFO

20. Apologies for Absence

Apologies for absence were received from Councillor Gemma Nicholas.

Resolved: That the apologies be received and accepted.

21. Declarations of Interest

Members were invited to declare any Disclosable Pecuniary Interests, Other Registrable Interests or Non-Registrable Interests relating to items on the agenda.

No declarations of interest were made.

22. Approval of Minutes

The Minutes of the Annual Parish Council Meeting and the Ordinary Parish Council Meeting held on 18 May 2026 were considered.

Resolved: That the Minutes of both meetings be approved as a true and accurate record of proceedings and signed by the Chair.

23. Public Participation and Cheshire East Councillor Update

23.1 Public Participation

There were no members of the public present wishing to address the Council.

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23.2 Cheshire East Borough Councillor Report

There were no updates to report

24. Regular Reports and Updates

a) Police Matters

Members received an update following the recent Police Cluster Meeting. It was reported that crime levels within the area remain low, with only a small number of traffic-related incidents and burglaries recorded. A neighbour dispute outside the parish area had also been discussed.

Members welcomed the continuing engagement by the local Police Community Support Officer and Constable, noting the positive community approach being taken to encourage participation from residents of all ages and backgrounds.

Councillor Probin thanked the officers for the information circulated following the meeting.

Members noted the increase in shoplifting offences generally and discussed the continuing prevalence of electronic scams and fraud.

Information from the Police, including advice from the National Fraud Reporting Centre (Action Fraud), would continue to be shared with parish residents where appropriate.

Resolved: That the report was noted.

b) Highways, Road Safety and FixMyStreet Reports

The Chair advised that highway defects, including potholes and other maintenance issues, continue to be reported using the FixMyStreet reporting system.

Members discussed refuse collection during periods of hot weather and noted concerns regarding restrictions at Household Waste Recycling Centres, which could contribute to incidents of fly-tipping.

The issue of domestic waste bins and waste management within the parish was also discussed.

Resolved: That the report was noted.

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c) Litter and Environmental Matters

Members noted that the Estate had recently undertaken verge cutting. Unfortunately, litter remains an ongoing issue following grass cutting and continues to require attention.

Resolved: That the report was noted.

d) Notice Board Project

The Clerk confirmed that the Notice Board Project had now been completed. Members welcomed the completion of the project.

e) Matters Arising from Previous Minutes

There were no additional matters arising that were not covered elsewhere on the agenda.

25. Financial Matters

Members considered the schedule of payments, receipts and financial transactions (Appendix A).

Resolved:

- That payments in Appendix A be approved.
- That payment of the annual Information Commissioner's Office (ICO) Data Protection Fee of £52.00 and payment of Memorial Wreath of £75 be approved.

The Clerk reported that arrangements had previously been made with the bank to establish a Direct Debit for the ICO fee; however, this had not been implemented.

Resolved: That the Clerk contact the bank to establish why the Direct Debit had not been processed and take the necessary action.

26. Annual Governance and Accountability Return (AGAR) 2025/26

26.1 Internal Auditor's Report

Members received and considered the Internal Auditor's Report for the year ended 31 March 2026.

Resolved: That the report be received and noted.

26.2 Internal Audit Recommendations

Members considered the recommendations contained within the Internal Auditor's Report.

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Resolved: That the recommendations be accepted.

26.3 Annual Governance Statement (Section 1)

Members considered the Annual Governance Statement (Section 1 of the AGAR).

Resolved: That the Annual Governance Statement be approved.

26.4 Accounting Statements (Section 2)

Members considered the Accounting Statements (Section 2 of the AGAR).

Resolved: That the Accounting Statements be approved.

26.5 Exercise of Public Rights

Members considered the proposed dates for the Exercise of Public Rights together with publication of the AGAR documentation.

Resolved: That the proposed dates be approved.

The Clerk confirmed that the relevant notices had been published on the Parish Council website and circulated via the Parish WhatsApp group.

26.6 Signing of AGAR Documentation

The relevant documentation was signed during the meeting.

Resolved: That the Chair and the Responsible Financial Officer be authorised to sign the AGAR documentation and submit the completed return to the External Auditor.

27. Governance Matters

27.1 Internal Audit Actions

The Clerk updated Members on progress made in implementing the recommendations arising from the Internal Audit.

Members noted that the Council had now implemented:

- The Freedom of Information Publication Scheme.
- The Council's Accessibility Statement.

Resolved: The update was noted.

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27.2 Governance Arrangements

Members reviewed the Council's governance arrangements and were satisfied that appropriate governance arrangements remained in place. No further actions were identified.

28. Freedom of Information Publication Scheme

Members considered adoption of the Information Commissioner's Office Model Publication Scheme and Guide to Information (Appendix C).

Resolved: That the ICO Model Publication Scheme and Guide to Information be adopted.

29. Accessibility Statement

Members considered the draft Accessibility Statement (Appendix D).

Resolved: That the Accessibility Statement be approved and published on the Parish Council website.

30. Neighbourhood Plan

The Chair provided a brief update regarding the Neighbourhood Plan. It was agreed that further work would be undertaken during the summer months before the next update is brought to Council.

31. Planning Applications

Members considered the planning applications and consultations received since publication of the agenda. The applications were discussed and Members' comments noted where appropriate.

32. Parish Council Vacancies

Members received an update regarding the current vacancies on the Parish Council. The Clerk was advised that two residents had expressed an interest in becoming Parish Councillors:

Resolved: That both prospective candidates be contacted by Councillors and invited to attend the next Parish Council meeting with a view to co-option.

33. Items for the Next Agenda

Members suggested the following items for future consideration:

- Parish newsletter to be prepared during the summer.
- Early planning for events to be held during May and June 2027.

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34. Date of Next Meeting

It was noted that the next meeting of the Parish Council would be held on:
Tuesday 22 September 2026 at 7.30 pm.

There being no further business, the Chair thanked everyone for attending and declared the meeting closed at **8.30 pm.**

Signed:
Chair

Date: