

# WILLINGTON PARISH COUNCIL

Clerk: Rob Winterbourne, 1 Lilac Close, Willington, CW6 0PL

Telephone: 01829 751266

E-mail: [clerk.willington@willington.org.uk](mailto:clerk.willington@willington.org.uk)

22nd January 2025

Dear Councillor

You are hereby summoned to a meeting of Willington Parish Council to be held on Tuesday 28<sup>th</sup> January 2025 at 19:30 at Willington Hall for the purpose of transacting the business on the agenda below.

Yours sincerely

*RLW*

Rob Winterbourne - Clerk

## AGENDA

### 1. APOLOGIES

### 2. DECLARATION OF INTEREST AND DISPENSATIONS

- a. To consider new written requests for Dispensations for Disclosable Pecuniary Interests and where appropriate grant any requests
- b. To receive any "Pecuniary Interest", "Outside Body Interest", or "Family, Friend, or Close Associate Interest" from Councillors on any items on the agenda.

### 3. OPEN FORUM

The Council Meeting will be suspended to allow members of the Public to make comment and raise questions (allocated time is normally 15 minutes).

### 4. APPROVAL OF THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY 19<sup>th</sup> NOVEMBER 2024.

### 5. REPORT ON ACTIONS FROM THE MINUTES OF THE MEETING HELD ON 19<sup>th</sup> NOVEMBER 2024 NOT COVERED BY THE AGENDA

- a. Changes to the risk assessment element of the Volunteer Policy to simplify the risk assessment process – update
- b. iTravel (bus on demand) – update
- c. Ownership of the Green – update and discussion on completion of the 'expression of interest' form provided by CWaC on 27<sup>th</sup> November 2024 [Community Assets | Cheshire West and Chester Council](#)
- d. Fast fibre provision – update.

### 6. PLANNING MATTERS

- a. NEW APPLICATIONS. None. Any applications received since the publication of this agenda will be considered.
- b. PREVIOUS APPLICATIONS.  
To note the status of planning applications 35, 36 and 51 listed on the planning register including comments that have been submitted to CWaC since the last meeting and any enforcement matters.
- c. NOTES. agricultural building (22/01936/AGR - Agricultural building to store hay and machinery; Land Opposite Mead Cottage Willington Road) location – update.

## **7. COMMUNITY ENGAGEMENT AND EVENTS**

- a. Carols on The Green 2024 – report
- b. VE Day celebrations and village picnic arrangements – update
- c. Open Garden 2025 arrangements – update.

## **8. ROAD SAFETY**

- a. Maintenance of hedges and trees obstructing footpaths, highways, and the visibility of traffic and signs – update
- b. Obstructions on or near the carriageway - update
- c. Purchase of a portable speed indicator sign (smiley face)

**PROPOSAL:** that the PC purchases a portable, battery powered speed indicator sign similar to that recently purchased and deployed by Kelsall PC at £3000 plus VAT.

**PROPOSAL:** that the PC applies for a members grant of £750 towards the cost of the speed sign. The application must be made by 31<sup>st</sup> January 2025.

## **9. COMMUNITY COMMUNICATION**

- a. Design, build and implementation (including publicity) of the new Parish Council website and e-mail addresses – update
- b. To note that Willington PC now ‘owns’ (via Easyspace, an approved UK Government Registrar) the **willingtonparish.gov.uk** domain name which will be used for the new website and Councillor and Clerk e-mail addresses. The domain has been purchased for an initial 5 year period
- c. Date for publication of the next PC newsletter

**PROPOSAL:** that the next newsletter is published on the weekend of 8<sup>th</sup> & 9<sup>th</sup> March 2025.

## **10. WILLINGTON ENVIRONMENT AND TASK FORCE**

- a. Improved lighting at the bottom of Chapel Lane.

**PROPOSAL:** that the PC investigates the options for additional lighting at the bottom of Chapel Lane.

- b. Additional Willington Lane street sign at Willington Corner – for discussion
- c. ‘Produce exchange’ located by the bus shelter – update
- d. Installation of a bench at the top of Little Switzerland – update
- e. Decoration of the Openreach ‘green boxes’ on the triangle – update
- f. The use of herbicides and pesticides in Willington – update
- g. Installation of bat and bird boxes in Willington – update.

## **11. CLIMATE CHANGE ACTION PLAN – update.**

## **12. ACTION PLAN 2024-25 – for review and update.**

## **13. GOVERNMENT CONSULTATION – STRENGTHENING THE STANDARDS & CONDUCT FRAME FOR LOCAL AUTHORITIES IN ENGLAND – to note that SLCC are encouraging Clerks and their councils to make their own response to the consultation document.**

#### 14. SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

The following table shows that two documents need to be reviewed. The Clerk has reviewed the documents and is recommending the actions noted below:

Policy	On OneDrive (Y/N)	On website (Y/N)	Date Agreed	Date Last Reviewed	Next Review	Recommended Action
Disciplinary	Y	Y	-	Jan 2024	Jan 2026	No changes required
Grievance	Y	Y	-	Jan 2024	Jan 2026	No changes required

#### 15. CLERK'S REPORT/CORRESPONDENCE

The following have been forwarded to Councillors via e-mail and are not shown elsewhere on the agenda. Listing these items below provides Council with the opportunity to comment on them:

- Cheshire Association of Local Councils e-bulletins
- Cheshire Police Alerts
- Police & Crime Commissioner bulletins
- Vision ICT web analytics for www.willington.org.uk website
- Various invitations to consultations, conferences, training sessions and briefings
- Neighbourhood Watch National Newsletter.

#### 16. BUDGET FOR FINANCE YEAR 2025-2026

To review the draft budget that was revised following November 2024's meeting and agree any amendments required prior to its submission to CWaC (by January 31st 2025) to request the precept for 2025-26.

#### 17. FINANCIAL MATTERS.

- a. Payments between meetings. To confirm the following payments that have been made since the Council meeting held on 19<sup>th</sup> November 2024

Payee	Supplier and Detail	Amount Paid
R Winterbourne	Clerk salary November 2024	£323.39
R Winterbourne	Clerk Allowance for November 2024	£26.00
Andrew Nicholas	Carols on The Green expenses	£24.10
Jane Lowthion	Carols on The Green expenses	£36.00
Willington Hall	Room hire - Nov 2024 PC meeting	£30.00
JKE Web design	Final payment for new website	£337.50
R Winterbourne	Clerk salary December 2024	£240.36
R Winterbourne	Clerk Allowance for December 2024	£26.00

- b. Payments to be authorised:

Payee	Detail	£ Amount to be Paid
R L Winterbourne	Clerk's salary for January 2025	£240.56
R Winterbourne	Clerk Allowance for January 2025	£26.00
R Winterbourne	Clerk Expenses January 2025	£115.16
HMRC	PAYE Oct, Nov, Dec 2024	£198.20

- c. Direct Debits. To note that the following payments have been made by DD:  
 Sage One Payroll – December 2024. Paid 17<sup>th</sup> December 2024 - £12.00  
 Sage One Payroll – January 2025. Paid 18<sup>th</sup> January 2025 - £12.00

- d. Management Accounts – review and approve the accounts for FY 2024-25 to the end of December 2024.
- e. Review of the cash book and bank statements.  
To note the outcome of the review of the accounts and cashbook for November and December 2024.
- f. Parish Council NatWest Credit Card – update.

#### **18. ITEMS OF INTEREST FOR NEXT AGENDA**

#### **19. DATE OF NEXT MEETING**

**PROPOSAL:** that the next meeting of the Parish Council is held on Tues 25<sup>th</sup> March 2025 at Willington Hall.

**END OF DOCUMENT**