

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL
ON TUESDAY 28th JANUARY 2025**

PRESENT:

Councillor James Abbott
Councillor Stuart Ingram (Chairman)
Councillor John Lindsay (Vice-Chairman)
Councillor Andrew Nicholas
Councillor Janet Smethurst

IN ATTENDANCE: Rob Winterbourne – Clerk to the Parish Council, Borough Councillor Tom Cooper, Borough Councillor Ted Lush, seven members of the public.

24/094 APOLOGIES – None.

24/095 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

24/095.1 New Written Requests for Dispensations

There were no new requests.

24/095.2 Declarations of Interest

Members were invited to declare any Disclosable Pecuniary or other Interest in any item of business on the agenda and if necessary, leave the meeting prior to discussion of that item. None were declared.

24/096 OPEN FORUM

RESOLVED: that the Council meeting be adjourned for the Open Forum.

24/097 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

24/098 REPORT ON OPEN FORUM – the following items were raised:

- Willington PC's response to climate change and environmental challenges
- Damaged stiles in the parishes of Willington and Utkinton
- Budget information for FY 2025-26 from CWaC
- Revised housing targets for Cheshire west and Cheshire set by the Government
- Devolution/mayoral proposals for a combined CWaC, Cheshire East and Warrington jurisdiction.

24/099 MINUTES OF MEETINGS

Minutes of the meeting of the full Council held on 19th November 2024

RESOLVED: that the minutes of the meeting be signed by the Chairman as a correct record.

24/100 REPORT ON ACTIONS ARISING FROM THE MEETING ON 19th November 2024

24/100.1 Risk assessment changes to the Volunteer Policy - Councillor Ingram provided an update; the proposed revisions will be circulated to the Councillors and the Clerk for review.

24/100.2 iTravel on demand - Councillor Ingram provided an update. CWaC will not extend the current boundary of the iTravel service. The Chairman will raise the issue of lack of public transport in the village with Aphra Brandreth MP.

24/100.3 Ownership of the Green – Councillor Nicholas provided an update.

RESOLVED: that the CWAC Community Assets form is not completed at this time; Councillors Abbott and Nicholas will meet to discuss ownership options e.g. Fields in Trust and report back to March's meeting.

24/100.4 Fast Fibre Provision - Councillor Ingram provided an update. The plan to provide fast fibre by the end of 2026 stands.

24/101 PLANNING MATTERS

24/101.1 New Planning Applications – none.

24/101.2 Previous Applications - the status of outstanding applications and of recently approved/refused applications was noted.

RESOLVED: that (despite its collapse) the Clerk contact CWaC Planning Enforcement to confirm that the agricultural building on land opposite Mead Cottage is located as shown on the approved plans (22/01936/AGR - Agricultural building to store hay and machinery; Land Opposite Mead Cottage Willington Road Delamere).

24/102 COMMUNITY ENGAGEMENT

24/102.1 Carols on the Green on Sunday 8th December at 15:00 – Councillors Nicholas and Abbott provided an update. Turnout was lower than in previous years probably due to the inclement weather

24/102.2 VE Day Celebrations on Thursday 8th May 2025 and VE Day themed picnic on 11th May 2025 – Councillor Abbott provided an update. The Thursday evening event will include a fish and chip supper and will be held at The Boot

24/102.3 Open Gardens 2025 – Councillor Abbott provided an update; the event will be on Sunday 8th June 2025; five gardens will be open.

24/103 ROAD SAFETY

24/103.1 Hedges and Trees Obstructing Footpaths and Highways – the responsibility for cutting the hedges on The Pad were discussed.

RESOLVED: that the Clerk contact CWaC Highways to clarify responsibility.

24/103.2 Obstructions on or near the carriageway – obstructions on Chapel Lane were discussed.

RESOLVED: that the Clerk follow up the matter with CWAC Highways with respect to any remaining obstructions.

24/103.3 Purchase of a portable speed sign (smiley face) – was discussed.

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

PROPOSAL: that the PC applies for a members grant towards the cost of the speed sign.

24/104 COMMUNITY COMMUNICATION

24/104.1 Design, build and implementation of the new PC website –. The new website www.willingtonparish.gov.uk will go live on 1st February 2025. Publicity flyers and a request for confirmation of preferred newsletter delivery channel will be distributed over that weekend.

24/104.2 Migration to a gov.uk domain name – Councillor Smethurst confirmed that:

- the Parish council now 'owns' the willingtonparish.gov.uk domain. We have committed and paid for five years registration

- that the £100 plus VAT Cabinet Office grant to migrate to a gov.uk domain was obtained and paid directly to Easyspace as registrar of willingtonparish.gov.uk.

24/104.3 Date of next newsletter – was discussed.

RESOLVED: that the next newsletter is published over the weekend of 8th & 9th March 2025.

24/105 WILLINGTON ENVIRONMENT AND TASK FORCE

24/105.1 Improved lighting at the bottom of Chapel Lane – was discussed. CWaC Highways have confirmed that they have no funds to investigate or implement a solution.

RESOLVED: that the Councillor Ingram brings options for improved lighting to the next meeting.

24/105.2 Providing an additional road sign ‘Willington Lane’ at Willington Corner – was discussed. A local resident has suggested that this would improve parcel delivery in the village

RESOLVED: that the Clerk contact CWaC Highways to request a new sign.

24/105.3 Produce Exchange - Councillor Lindsay provided an update; the ‘exchange’ has been painted and will be assembled on The Green once the weather has improved.

24/105.4 Installation of a bench at the top of Little Switzerland – was discussed. Councillor Lindsay has agreed in principle for a 6 month trial with the landowner. A meeting ‘on site’ with Kelsall PC and the landowner will be scheduled.

24/105.5 Decoration of the Openreach ‘green boxes’ on the triangle – was discussed.

The Clerk has applied for permission via Openreach but has still had no response to date.

24/105.6 Use of pesticides and herbicides in Willington – was discussed.

RESOLVED: that the Council should champion ‘reduction’ rather than elimination. Councillor Abbott to establish and lead a working party.

24/105.7 Installation of bat and bird boxes in Willington – was discussed.

RESOLVED: that Councillor Lindsay will pen an item for the website and the next PC newsletter to see what expertise and interest there is in this initiative in the village.

24/106 CLIMATE CHANGE ACTION PLAN - Councillor Nicholas provided an update and a first draft plan for individual and community actions.

RESOLVED: that the Councillors review and update the plan for the next meeting of the PC.

RESOLVED: that a further request for working group volunteers be made via the newsletter.

RESOLVED: that the Councillor Smethurst arrange a community meeting to consider how Willington can contribute to climate change reduction.

24/107 GOVERNMENT CONSULTATION – STRENGTHENING THE STANDARDS & CONDUCT FRAME FOR LOCAL AUTHORITIES IN ENGLAND – the Clerk encouraged the Councillors to respond to the consultation document by 12 February 2025.

24/108 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

RESOLVED: that following a review by the Clerk, the documents below require no changes.

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

24/109 BUDGET FOR FINANCE YEAR 2025-26 The Council considered the draft budget.

RESOLVED: that the draft budget (below) presented to the meeting be approved. And that the Council request a precept of £6589 from CWaC.

The revised precept is £6589, the same as the 24/25 precept. The Band D (155.1 households) 24/25 charge was £42.48 per annum. Based on the CWAC 2025-26 calculator and 153.7 households, the Band D 25/26 charge will be £42.87 per annum, an increase of £0.39 per annum (0.9%) or £0.04 per month.

In the circumstances that, due to unforeseen circumstances, the 25-26 budget is inadequate, the Council would be able to draw on its reserves without detriment to the work of the Parish Council.

Item	Actual Full Yr to	Agreed Budget Yr to	Budget Yr to	2024-25 to 2025-26 variance
	Mar-24	Mar-25	Mar-26	
PAYMENTS				
Staff Salaries including Employers Costs	3,632	4,030	4,111	-81
Staff Light and Heat Allowance	0	312	312	0
Staff/Councillor Travel	45	45	50	-5
Telephone	0	0	0	0
Postage	19	16	35	-19
Office Supplies, Maint of Computer, Website	364	532	492	40
Maintenance of new website	0	0	100	-100
Accounting Software Fees	0	180	180	0
Subscriptions to outside organisations	201	236	280	-44
Bank Charges	0	0	30	-30
Audit Fee	228	253	268	-15
Insurance	426	490	265	225
Room Hire & refreshments for meetings	264	390	349	41
Payroll Software	112	126	168	-42
Taskforce & other costs	363	350	300	50
Chairman's Allowance	101	125	138	-13
Community Engagement	106	250	300	-50
Newsletter/Annual Report/Other Printing	212	266	296	-30
Special Projects	7,282	12133	10533	1600
Election Cost	181	0	0	0
Training	323	200	200	0
Website & e-mail additional costs	48	50	50	0
Defibrillator AED Batteries & Pads	50	150	150	0
Total Payments	13,957	20,134	18,607	1,527
RECEIPTS	March 2024	2024-5	March 2026	
Precept from CWaC	6,335	6589.00	6589	
Income from Events		0.00	0	
Bank Interest	273	312.00	200	
VAT refund	950	1100.00	1400	
Other Grants	3,240	0.00	0	
Community Infrastructure Levy - CIL	0.00	0.00	0	
CWaC Councillor Members Budget	0	0.00	750	
Insurance claims/refunds	22	0.00	0	
Funding from WPC reserves required	0	12133.00	9668	
Other	0	0.00	0	
Total Receipts	10,820	20134.00	18607	

24/110 CLERK'S REPORT/CORRESPONDENCE

E-Mail Correspondence. The following have been forwarded to Councillors via e-mail and are not elsewhere on the agenda; listing these items provides Council with the opportunity to comment.

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

- e. Neighbourhood Watch National Newsletter
- f. Police and Crime Commissioner bulletins.

24/111 FINANCIAL MATTERS.

24/111.1 Payments between meetings.

RESOLVED: that the following payments made since the Council Meeting on 19th November 2024 be confirmed:

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

24/111.2 Cheque Payments

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
NMC D&P	Printing of flyers	£55.43

24/111.3 Direct Debits

It was noted that the following payments have been made by direct debit:
 - Sage One Payroll – December 2024. Paid 17th December 2024 - £12.00
 - Sage One Payroll - January 2025. Paid 18th January 2025 - £12.00

24/111.4 Management Accounts

RESOLVED: that the management accounts for FY 2024-25 to the end Dec 2024 be approved.

24/111.5 Review of the cash book and bank statements.

Councillor Abbott has reviewed the cash book and bank statements for November and December 2024. No issues were found.

24/111.6 Parish Council Credit Card – the Clerk provided an update.

24/112 ITEMS OF INTEREST FOR NEXT AGENDA – fire tender access on Gooseberry Lane, the state of the stiles around .

24/113 DATE OF NEXT MEETING

RESOLVED: that the next meeting be held on Tuesday 25th March 2025 at 19:30 at Willington Hall.

END OF DOCUMENT

Chairman’s Signature Dated.....

Chairman’s Initial