

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL
ON TUESDAY 15th JULY 2025**

PRESENT:

Councillor James Abbott
Councillor Matt Bloxham
Councillor Stuart Ingram (Chairman)
Councillor John Lindsay (Vice-Chairman)
Councillor Andrew Nicholas

IN ATTENDANCE: R Winterbourne – Clerk to the Parish Council, Tom Cooper – CWaC Borough Councillor, three members of the public.

25/040 APOLOGIES Ted Lush – CWaC Borough Councillor

25/041 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

25/041.1 New Written Requests for Dispensations

There were no new requests.

25/041.2 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.

25/041.3 Councillors' Declarations of Interest

Councillor Nicholas, Councillor Abbott, Councillor Ingram and Councillor Lindsay had confirmed to the Clerk that their Member's Declaration of Interests is up to date. Councillor Bloxham is yet to complete the Declaration.

25/042 OPEN FORUM

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

25/043 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

25/044 REPORT ON OPEN FORUM

- Councillor John Salt of Great Boughton PC provided some useful information on, and a demonstration of the use of AI in Parish Councils.
- The activities on the land on Willington Road between Pebble Cottage and The Hob were raised. Use of historical Google Earth images and keeping a photographic record of changes were discussed.
- Councillor Tom Cooper provided information on the potential closure of Kelsall PO, a local planning application in Kelsall, the CWaC Head of Planning's visits to PCs in the Autumn, the AONB project being put on hold, and the political make-up of CWaC.

25/045 MINUTES OF MEETINGS - minutes of the meeting of the full Council held on 27th May and 8th July 2025. **RESOLVED:** that the minutes of these meetings be signed by the Chairman as a correct record.

25/046 REPORT ON ACTIONS ARISING FROM THE MEETINGS ON 27th MAY 2025 AND JULY 8th 2025 NOT COVERED BY THE AGENDA

- Public Transport in Willington - Councillor Ingram provided an update; there have been no further developments
- Closure of Roughlow – the Clerk provided an update; CWaC Highways are working on the best way to fix the problem
- Councillors use of .willingtonparish.gov.uk email addresses. Some Councillors still have problems; a Teams/Zoom meeting with JKE Webservices is required
- Joint ‘memorial’ project with Delamere and Oakmere PC for Roy Penk. The Clerk provided an update. We are awaiting a response from Delamere and Oakmere PC.

25/047 PLANNING MATTERS

25/047.1 New Planning Applications – none.

25/047.2 Previous Applications - the status of the one outstanding application and of recently approved/refused applications was noted.

25/047.3 Neighbourhood Development Plan – was discussed. There are two walk-in briefing sessions on Thursday 17th July in Kelsall that Willington residents should be encouraged to attend.

25/047.4 Residents’ concerns about potential development on the land on Willington Road between Pebble Cottage and The Hob were discussed. There is no evidence of a planning application or change of ownership to date.

25/048 ACTION PLAN 2025-26 – the Action Plan for 2025-26 was reviewed and updates agreed. The Clerk will update the plan and circulate the revised plan.

25/049 THE USE OF AI BY THE PARISH COUNCIL – was discussed. The difference between ‘free’ and ‘paid for’ use was clarified; specifically in the way in which AI uses and shares user data. All Councillors need to be aware and cautious of data confidentiality when using AI tools.

25/050 ChALC AFFILIATION 2025-26 – was discussed.

RESOLVED: that the Parish Council signs up for ChALC services for 2025-26 at a cost of £86.97.

25/051 COMMUNITY ENGAGEMENT AND EVENTS

- Councillor Abbott provided an update on the recent Gardens Open Day and the forthcoming Remembrance and Carols events. The Carols event will be held on Sunday 14th December.
- There are no events planned for 2026 yet.

25/052 TRAINING AND DEVELOPMENT – the training and development activities for 2024-25 were reviewed and considered adequate. The proposed activities for 2025-26 were reviewed and approved. But ‘planning’ related courses need to be identified and booked when available.

25/053 ROAD SAFETY

25/053.1 obstructions on/near carriageways were discussed; no action is required currently.

25/053.2 hedges/trees obstructing paths, streetlights and road signage were discussed. The Task Force and residents had cut back much of the offending vegetation.

25/054 COMMUNITY COMMUNICATION - the website analytics produced recently for www.willingtonparish.gov.uk were discussed. Data on ‘repeat visits’ would be a useful indicator of the use of the website.

25/055 WILLINGTON ENVIRONMENT AND TASK FORCE

25/055.1 condition of the trees on The Green – was discussed. The PC will contact the ‘tree officers’ in CWaC and ask them to attend the Green.

25/055.2 additional ‘Willington Lane’ sign at Willington Corner; there had been no progress or update from CWaC Highways regarding this matter.

25/055 CLIMATE AND NATURE WORKING GROUP

- Councillor Bloxham provided an update. The next meeting will be in September.

RESOLVED: that Councillor Bloxham is the PC’s representative on the CAN.

25/056 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

RESOLVED: that the documents below are fit for purpose and the noted action be completed.

Document	On OneDrive (Y/N)	On website (Y/N)	Date Agreed	Date Last Reviewed	Next Review	Recommended Action
Code of Conduct	Y	Y	July 2022	August 2023	July 2026	That the PC re-adopts the Code of Conduct with no changes.
Volunteer Policy	Y	Y	-	July 2024	July 2025	That the Clerk & Chairman revise the document to bring it in line with changes to the risk assessments.

25/057 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 provides Council with the opportunity to comment.

- Cheshire Association of Local Councils e-bulletins
- National Assoc. of Local Councils (NALC) bulletinsb. Cheshire Police Alerts
- Web analytics for www.willingtonparish.gov.uk website
- Various invitations to consultations, conferences, training sessions and briefings
- Neighbourhood Watch National Newsletter
- Police and Crime Commissioner bulletins.

25/058 FINANCIAL MATTERS.

25/058.1 Payments between meetings.

RESOLVED: that the following payments made since the PC Meeting on 27th May 2025 be confirmed:

Payee	Supplier and Detail	Amount Paid (£)
NMC D&P	March 2025 Newsletter	54.61
R L Winterbourne	Clerk Heat, Light, Phone allowance May 2025	26.00
R L Winterbourne	Clerk Salary May 2025	251.02
JKE Web Design	Website changes	35.00
JDH Business Services	Internal Audit 2024-25 services	278.40
Amberol Ltd	Little Switzerland bench	934.80
NMC D&P	Posters for Annual Parish Meeting 2025	102.32

NMC D&P	May 2025 Newsletter	50.29
R L Winterbourne	Clerk Expenses	104.44
Willington Hall	Room hire & refreshments for APM 2025	109.00
Zurich Municipal	Insurance premium July 2025 - July 2026	241.00
Elan City	Evolis Vehicle speed radar and tripod	3467.98
R L Winterbourne	Clerk Heat, Light, Phone allowance June 2025	26.00
R L Winterbourne	Clerk Salary June 2025	251.02

25/058.2 Payments to be authorised.

<u>Payee</u>	<u>Supplier and Detail</u>	<u>Amount Paid (£)</u>
HMRC	PAYE April May and June 2025	185.60
Willington Hall	Room Hire PC Meetings 8.7.25 and 15.7.25	60.00
ChALC	Subscription to ChALC for 2025-26	86.97

25/058.3 Direct Debits

It was noted that the following payments have been made by direct debit:

- Sage One Payroll – June 2025. Paid 15th June 2025 - £12.00
- NatWest Credit Card – 05/2025: Paid 2nd June - £29.08, 06/2025: Paid 2nd July 2025 - £6.49

25/058.4 Management Accounts

RESOLVED: that the 2025-26 management accounts to the end of June 2025 be approved.

24/058.5 Bank Mandate – was discussed.

RESOLVED: that Councillor Bloxham is added as a signatory on the Council's current account. And that Janet Smethurst is removed.

RESOLVED: that:

- if we add or remove Authorised Signatures in the "Add or remove individuals" section of this form, the Bank** will update our mandate accordingly for the accounts we specify in this form's "About your business" section
- if we change the Signing Rules in the "Account Signing Rules" section of this form, the Bank** will update our mandate accordingly for the accounts we specify in this form's "About your business" section
- the Bank** can phone the individuals we've identified as "Call Back Contacts" to confirm or correct any instructions or information that we've given the Bank
- the current mandate will continue as amended. (** NatWest)

25/058.6 Review of the cash book and bank statements.

Councillor Abbott has reviewed the cash book, bank statements and credit card statements for May and June 2025; no issues were found.

25/059 ITEMS OF INTEREST FOR NEXT AGENDA – none were raised.

25/060 DATE OF NEXT MEETING

RESOLVED: that the next meeting be held on Tuesday 23rd September 2025 at 19:30 at Willington Hall.

END OF DOCUMENT

Chairman's Signature Dated.....

Chairman's Initial