

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL
ON TUESDAY 27th JANUARY 2026**

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 (one for the Open Forum only).

25/104 APOLOGIES: Ted Lush – CWaC Borough Councillor

25/105 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

25/105.1 New Written Requests for Dispensations

There were no new requests.

25/105.2 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.

25/106 OPEN FORUM

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

25/107 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

25/108 REPORT ON OPEN FORUM

Borough Councillor Tom Cooper provided information on:

- a survey based on understanding the needs of rural communities
- a consultation regarding the proposed reduction in the numbers of PCSOs in Cheshire.
- planning applications for developments in Kelsall.
- the visit of the CWaC Head of Planning to Kelsall PC on 9th February 2026.
- the Kelsall 'better green space provision' document.

A Tattenhall resident provided information on the blister pack re-cycling scheme successfully running in Tattenhall and other villages. Willington PC will work with Kelsall PC to see if a similar scheme can be established here.

25/109 MINUTES OF MEETINGS

25/109.1 Minutes of the meeting of the full Parish Council held on 25th November 2025.

RESOLVED: that the draft minutes of this meeting be updated to make it clear that:

- Councillor Bloxham declared 'an existing DPI for item 6a Planning: New Applications. 25/03629/FUL, Honey Pot Cottage, Roughlow, Delamere, Northwich CW6 0PG by virtue of owning the adjoining property'.
- No dispensation was granted.
- Councillor Bloxham left the meeting for item 6a and did not take any part in the discussion or vote for that item.

RESOLVED: The revised minutes be signed by the Chairman as a correct record.

25/109.2 Minutes of the extraordinary meeting of the full Parish Council held on 15th December 2025.

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

25/110 REPORT ON ACTIONS ARISING FROM THE MEETINGS ON 25th NOVEMBER 2025 AND 17th DECEMBER 2025 NOT COVERED BY THE AGENDA

- Dog waste bin installation at the Kingsgate entrance to Delamere Forest on Waste Lane. The Clerk provided an update. We await completion of the 'reactive' dog waste bin review by CWaC before we can proceed. Forestry England are supportive of a new bin.
- Closure of Roughlow – the Clerk provided an update; CWaC Highways are still waiting for a costed design from Colas.
- Public Transport in Willington – Councillor Ingram provided an update. Borough Councillor Tom Cooper will request an update on itravel following the CWaC Transport Board held in December 2025.
- Bench at the top of Little Switzerland – work is now complete. The 'No Litter' sign has been installed.
- Joint 'memorial' project with Delamere & Oakmere PC for Roy Penk. The Clerk provided an update. We will propose to the Penk family that a suitable tree(s) be planted on the Green.
- Fast fibre in Willington – Councillor Ingram provided an update. BDUK and OpenReach contract for the Cheshire 'lot' is still targeted for March 2026. No information is available from OpenReach regarding their reported recent visits to 'survey for fast fibre'.

25/111 PLANNING MATTERS

25/111.1 New Planning Applications – None.

25/111.2 Previous Applications - the status of the applications and of recently approved/refused applications was noted.

Revisions to application 25/03661/FUL - Land Adjacent Cat Lane End, Willington Road, Delamere, Northwich. Erection of a detached two storey dwelling together with a detached garage, driveway and associated parking areas were discussed.

RESOLVED: that the Clerk submit to CWaC Highways that the Parish Council has no comments on the revisions but that the PC's comments on the original application stand.

25/111.3 Neighbourhood Development Plan – the inclusion of the whole of Willington Parish in the revised Kelsall/Willington NDP was discussed.

RESOLVED: that the Parish Council recommends that the whole of Willington Parish is covered by revised NDP

RESOLVED: that residents of Willington are informed of the decision to include the whole of Willington Parish in the revised NDP; a formal consultation is not required.

25/112 ROAD SAFETY – the issue of a number of drivers significantly exceeding the speed limit on Willington Road was discussed. Our PCSO deployed the Trucam device w/b 18th January 2026.

RESOLVED: that the Parish Council attends the next PCC consultation meeting and raise the issue there.

25/113 ACTION PLAN 2025-26 – the Action Plan for 2025-26 was reviewed and updates agreed. The Clerk will update and circulate the revised plan.

25/114 COMMUNITY ENGAGEMENT AND EVENTS

- Councillor Abbott reported on the Carols on the Green event held on Sunday 7th December.
- The CAN event will be held on Sunday 17th May 2026.
- The Village Picnic is provisionally planned for Sunday 7th June 2026.

25/115 COMMUNITY COMMUNICATION

- Analytics data for the Parish Council website www.willingtonparish.gov.uk was reviewed.
- MailChimp results for the December 2025 newsletter were reviewed; circa 68% of e-mailed newsletters were opened.
- The next PC newsletter will be published in April 2026.

25/116 WILLINGTON ENVIRONMENT AND TASK FORCE

25/116.1 Condition of the trees on The Green – was discussed. CWaC have completed the remedial actions to two trees. Councillor Abbott has held an initial meeting with a tree specialist regarding the remaining trees on the Green. Councillors Ingram & Abbott will work with tree specialists to establish our requirements.

25/116.2 Establishing Tree Preservation Orders was discussed; Councillors Lindsay & Bloxham will conduct a review of the trees in the village.

25/117 ROAD, PATHWAYS AND PAVEMENT MAINTENANCE

25/117.1 Obstruction on the verge at Mallows Way – the Clerk provided an update. A ‘case’ has been raised with CWaC Highways who are clarifying the extents of the adopted highway.

25/117.2 Overhanging vegetation at the junction of John Street and Willington Road – the Clerk provided an update. The landowners will ensure that the vegetation is cut back.

25/117.3 Erosion of the path at the top of the Little Switzerland - Councillor Bloxham provided an update. Councillor Lindsay will investigate a solution with members of the Task Force.

25/117.4 Collapse of a portion of the retaining wall on the Little Switzerland path – the CWaC Footpaths Officer is aware and will investigate.

25/118 CLIMATE AND NATURE WORKING GROUP. Councillor Bloxham provided an update. The CAN event planned at The Boot will be on Sunday 17th May 2026.

25/119 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

RESOLVED: that the Disciplinary and Grievance documents are both fit for purpose and the noted actions be completed.

RESOLVED: that a further review of the need for an Open Forum at Extraordinary Meetings is undertaken and proposed wording is brought to the next meeting of the PC for agreement.

| | On OneDrive (Y/N) | On website (Y/N) | Date Last Reviewed | Next Review | Recommended Action |
|-----------------|-------------------|------------------|--------------------|--------------|---|
| Disciplinary | Y | Y | Jan 2025 | January 2026 | No changes required. |
| Grievance | Y | Y | Jan 2025 | January 2026 | No changes required. |
| Standing Orders | Y | Y | May 2025 | March 2026 | Further review is undertaken regarding an Open Forum at an Extraordinary Meeting. |

The Clerk and Councillor Ingram will change the Volunteer Policy to bring it in line with revised approach to risk assessments.

25/120 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.
- SLCC and National Association of Local Councils (NALC) bulletins.
- 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 and Cheshire Police alerts.

25/121 BUDGET FOR FINANCE YEAR 2026-27 The Council considered the draft budget which was revised following the meeting on 25th November 2025.

RESOLVED: that the second draft of the budget which was presented to the meeting be approved. And that the Council request a precept of £6535 from CWaC. This is £54 less than last year’s precept of £6589. The Band D 25/26 charge was £42.87 per annum. Based on the CWAC 2026-27 precept calculator and 156.6 households, the Band D 26/27 charge will be £41.73 per annum, a decrease of £1.14 per annum (2.7%) or £0.09 per month.

In the circumstances that, due to unforeseen circumstances, the 26-27 budget is inadequate, the Council would be able to draw on its reserves without detriment to the work of the Parish Council.

25/122 FINANCIAL MATTERS.

25/122.1 Payments between meetings.

RESOLVED: that the following payments made since the PC meeting on 25th November 2025 be confirmed:

| Payee | Supplier and Detail | Amount Paid (£) |
|------------------|--|-----------------|
| Jane Lowthion | Carols on the Green refreshments - expenses | 44.00 |
| Andrew Nicholas | Carols on the Green refreshments - expenses | 10.80 |
| R L Winterbourne | Clerk Heat, Light, Phone allowance December 2025 | 26.00 |
| R L Winterbourne | Clerk Salary December 2025 | 248.31 |
| ChALC | AGAR Assertion 10/GDPR Courses x 3 | 90.00 |
| NMC D&P | December 2025 Newsletter printing | 49.01 |
| HMRC | PAYE Oct, Nov, Dec 2025 | 198.40 |

25/122.2 Payments to be authorised.

| Payee | Supplier and Detail | Amount Paid (£) |
|------------------|---|-----------------|
| R L Winterbourne | Clerk Heat, Light, Phone allowance January 2026 | 26.00 |
| R L Winterbourne | Clerk Salary January 2026 | 248.31 |

25/122.3 Direct Debits. It was noted that the following payments have been made by DD:
Sage One Payroll – December 2025: Paid 17th December 2025 - £13.20, January 2026; Paid 17th January 2026 - £13.20
NatWest Credit Card - November 2025: Paid 2nd December 2025 - £18.20, December 2025: Paid 2nd January 2026 - £1174.51.

25/122.4 Management Accounts

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

25/122.5 Review of the cash book and bank statements - Councillor Abbott has reviewed the cash book, and the bank and credit card statements for November and December 2025; no issues were found.

25/123 CLERK'S LOCATION DURING FEBRUARY AND MARCH 2026 – the Clerk will not be in the UK from 18th February to 10th March 2026 but will be working during that period.

25/124 ITEMS OF INTEREST FOR NEXT AGENDA – National Emergency Briefing.

25/125 DATE OF NEXT MEETING

RESOLVED: that the next meeting be held on Tuesday 24th March 2026 at 19:30 at Willington Hall.

END OF DOCUMENT

Chairman's Signature Dated.....

Chairman's Initial