

MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL ON TUESDAY 29th SEPTEMBER 2026

PRESENT:

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

IN ATTENDANCE: Rob Winterbourne – Clerk to the Parish Council, Borough Councillor Tom Cooper, one member of the public.

26/056 APOLOGIES - None.

26/057 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

26/057.1 New Written Requests for Dispensations

There were no new requests.

26/057.2 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.

26/058 OPEN FORUM REPORT

Items discussed were tidying the vegetation on Willington Lane between the two entrances to Willington Hall, cutting the holly hedge at the bottom of John St, changes to the CWaC Community Infrastructure Levy (CIL) processes/calculations and the planning meeting on 6th October to discuss the proposed development at Green Lane Farm, Kelsall.

26/059 MINUTES OF MEETINGS - minutes the full Council meeting held on 28th July 2026.

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

26/060 REPORT ON ACTIONS ARISING FROM THE MEETING ON 28th JULY 2026 NOT COVERED BY THE AGENDA

- **Fast fibre in Willington** – Councillor Ingram provided an update. Work is proceeding but OpenReach are stating that implementation will not be completed until the end of 2027.
- **CPR/AED Training and AED status** – Councillor Nicholas provided an update. All AEDs are functional; training is scheduled for 1st October.
- **Public Transport in Willington** - Councillor Ingram provided an update. iTravel is operational but there seems to be issues with availability.

26/061 PLANNING MATTERS

26/061.1 New Planning Applications. No new applications had been received.

26/061.2 Previous Applications – the status of outstanding applications and of recently approved/refused applications was noted.

26/061.3 Neighbourhood Development Plan – Councillor Ingram provided an update. Kelsall PC will issue a new Design Code for consultation during October.

26/062 LOCAL COUNCIL AWARD SCHEME - RENEWAL – was discussed.

RESOLVED: that the PC completes the application process for the Foundation level award.

26/063 2026-27 ACTION PLAN – was discussed. The Clerk will make the agreed updates.

26/064 ROAD SAFETY

26/064.1 Evolis speed indicator device results – were noted.

26/064.2 Boothsdales/Willington Lane junction improvements – most landowner approvals for cutting back the adjacent hedges have been obtained. CWaC Highways have been asked to repaint the central white lines around the junction – await their response.

26/065 COMMUNITY ENGAGEMENT AND EVENTS

26/065.1 Purchase of a new Xmas tree for the Green – Councillor Abbott provided an update.

26/065.2 Village Quiz – the quiz is scheduled for 5th November at Willington Hall.

26/065.3 Willington Xmas on Green – the event will be on Sunday 6th December. Councillor Nicholas will progress the event.

26/064.4 Willington Xmas Santa event – was discussed.

RESOLVED: that the event is not held this year.

26/065.5 Remembrance Sunday 2026 – was discussed. It will be held on Sunday 8th November.

26/066 COMMUNITY COMMUNICATION

26/066.1 Delivery/click statistics for the September 2026 newsletter - were discussed. The numbers were encouraging.

26/066.2 Items for the December 2026 PC newsletter – were discussed. The Clerk will issue a list of proposed articles and authors.

26/067 WILLINGTON ENVIRONMENT AND TASK FORCE

- **Task Force** – the Task Force had done some re-seeding on the Green.
- **Condition of trees on the Green** – Councillor Abbott provided an update. The tree consultant had completed a review and will issue a report shortly.
- **Litter picking rota** – was discussed. The event will be progressed in the new year by Councillor Bloxham as part of the CAN work.

26/068 ROADS, PATHS AND PAVEMENT MAINTENANCE

- **Repairs to Roughlow carriageway** – the Clerk provided an update. Detailed surveys need to be approved and completed. Borough Councillor Cooper will contact CWaC Highways again.
- **Erosion of the public footpath and steps at the top of Little Switzerland** – was discussed. The Clerk has met the CWaC Footpaths Officer on site and will request an update.
- **Road conditions in the parish** – were discussed. Councillor Cooper has contacted CWaC Highways regarding the state of the road surfaces on John St (before the junction with Willington Lane) and on Willington Lane between the two entrances to Willington Hall.

26/069 CLIMATE AND NATURE WORKING GROUP

- **Organising a screening of the People's Emergency Briefing film** – Councillor Bloxham provided an update. A screening at Willington Hall is scheduled for 18th November.
- **CAN activities** – Councillor Bloxham provided an update on CAN activities and the initiative with Cheshire Wildlife Trust and Chester Zoo to identify wildlife corridors as part of the update to the NDP.

26/070 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

RESOLVED: that the document below is fit for purpose and the noted action be completed.

Policy	On OneDrive (Y/N)	On website (Y/N)	Date Agreed	Date Last Reviewed	Next Review	Recommended Action
Co-option Procedure	Y	Y	September 2020	September 2025	September 2027	The Clerk has reviewed the document and no updates are required.

26/071 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 (ChALC) bulletins
- National Association of Local Councils (NALC) bulletins
- Society of Local Clerk (SLCC) bulletins
- Cheshire Police Alerts
- Police & Crime Commissioner bulletins
- Web analytics for www.willingtonparish.gov.uk website – not available for the meeting
- Invitations to consultations, conferences, training sessions and briefings
- Neighbourhood Watch National Newsletter.

26/072 FINANCIAL MATTERS.

26/072.1 Clerk Salary 2026-27 - was discussed.

RESOLVED: that the Clerk's hourly rate of pay for 2026-27 is increased as recommended by the Staffing Committee at its meeting on 22nd September 2026.

26/072.2 BUDGET 2027-2028 – it was noted that Councillors should submit any specific items for consideration for inclusion in the 2027-28 budget to the Clerk by the end of October 2026. The draft budget will be reviewed at the November meeting.

26/072.3 Payments between meetings.

RESOLVED: that the following payments made since the Parish Council Meeting on 28th July 2026 be confirmed:

Payee	Supplier and Detail	Amount Paid (£)
NMC D&P	May 2026 Newsletter print	51.15
Cloudy IT	Cyber Security Course x 3	162.00
R L Winterbourne	Clerk Heat, Light, Phone allowance August 2026	26.00
R L Winterbourne	Clerk Salary August 2026	248.31
HMRC	PAYE April, May & June 2026	202.60

26/072.4 Payments to be authorised.

Payee	Detail	£ Amount to be Paid
R L Winterbourne	Clerk Heat, Light, Phone allowance September 2026	26.00
R L Winterbourne	Clerk Salary September 2026	299.26

Vision ICT	Willington.org.uk domain 2026-27. Replacement for cheque 000535 that has been lost by the payee.	36.00
ChALC	Affiliation fee 2026-27	82.90

26/072.5 Direct Debits

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

Sage One Payroll – August 2026. Paid 17th August 2026 - £16.80

Sage One Payroll – September 2026. Paid 17th September 2026 - £16.80

Natwest Business Credit card – August 2026: Paid 3rd August 2026 - £511.60

September 2026: Paid 1st September 2026 - £184.65

26/072.6 Management Accounts .

RESOLVED: that the management accounts for FY 2026-27 to the end August 2026 be approved.

26/072.7 Review of the cash book and bank statements.

Councillor Abbott has reviewed the cash book, bank statements and credit card statements for July and August 2026; no issues were found.

26/073 ITEMS OF INTEREST FOR NEXT AGENDA – none were raised.

26/074 DATE OF NEXT MEETING

RESOLVED: that the date of the next meeting be amended from Tuesday 24th November 2026 to Tuesday 1st December 2026 It will start at 19:30 and be held at Willington Hall.

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Chairman's Signature Dated.....