

## **Doddington and District Parish Council**

**20<sup>th</sup> January 2025**

**Commenced: 7.30 pm**

**Terminated: 9.20 pm**

**Present: Councillor Taylor (Chair)**  
**Councillors Cartwright, Brewin, Clowes, Frodsham and Moore**

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Leonard and Wilson.

### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest from Members of the Parish Council.

### **3. MINUTES**

The Minutes of the proceedings of the Meeting of the Parish Council held on 18<sup>th</sup> November 2024 were approved as a correct record and signed by the Chair.

### **4. PUBLIC FORUM**

There were no Members of the Public in attendance at the meeting.

### **5. CHESHIRE EAST COUNCILLOR'S REPORT**

Councillor Clowes updated the Members on the following matters relating to the Parish:-

- (i) Bridgemere Lane Verge Project Update – many thanks were extended to the Chair and Councillor Brewin for their support on site. The trees were now planted but the additional phases of installation by Cheshire East Council had unfortunately been delayed due to the bad weather. Hatherton and Walgherton Parish Council had purchased a warning sign and the Parish Council agreed to consider the purchase of two signs, in the future. The gates had not yet been ordered.
- (ii) Mill Lane/A51 junction – A temporary repair to the pothole had been completed but the Borough Council recognised that this required a permanent and urgent solution urgent to resolve.
- (iii) Election Costs – these would be considered in the Budget-Precept Report.
- (iv) Cheshire East Council Budget 2025/2026 – a recent public consultation had focussed on the provision of Adults and Children Social Care, which was a statutory requirement. A request had been submitted to the Government for approval for exceptional financial support (via a loan). The Council Tax for 2025-2026 would be increased to 9.99%, in order to raise a further £15m. However, the additional monies would still not cover the deficit. A Transformation Policy was being introduced.

Huge costs were spent on paying for care homes for adults and children (particularly children with special educational needs). Westfields was being converted to a 120 place secondary SEND provision, however, there were approximately 1200 pupils with special educational needs in Cheshire East, and the cost of transport alone, to take these children to educational provisions outside the Borough was costing £22m. Furthermore, the travel time to and from the specialised schools for some children were 8 hours a day.

Councillor Clowes briefly referred to Devolution proposals and the election of a Mayor who amongst other responsibilities, would oversee strategic planning and infrastructure projects.

## **RESOLVED**

**That the report be noted.**

## **6. PLANNING MATTERS**

The Clerk reported on the following planning matters:-

- **Decided Planning Application**

(i) **App No:** 24/1297N

**Location:** Doddington Park Farmhouse Bridgemere Lane, Bridgemere, Nantwich, Cheshire East, CW5 7PU

**Proposal:** Reserved Matters application for 18no dwellings on Site 1 on outline approval 18/2153N (APP/R0660/W/19/3221564): The development proposed is Development of 12 no. sites for residential development for 112 no. dwellings with means of access and layout included, but with all other matters reserved, for a 10 year phased release and delivery period and associated community betterment (parking overspill next to School, enhanced parking next to Church permissive pedestrian paths, playspace, public access, community orchard, educational contribution and affordable housing)[RE-SUBMISSION of 16/5719N : addition of extra 2.81 ha of land and 10 no. dwellings]

Councillors Clowes and Frodsham attended and spoke at the Planning Committee on this application.

The Parish Council's comments were submitted on 18<sup>th</sup> November 2024.

The application was Approved with Conditions on 11<sup>th</sup> December 2024

- **Ongoing Application**

(iii) **Application Reference Number:** 24/4321/HOUS

**Location:** Yew Tree House Yew Tree Lane, Bridgemere, Nantwich, Cheshire East, CW5 7PY

**Proposal:** Proposed demolition of existing garage and office above, demolition of storage buildings and replacement with new attached garage with annex bedroom above. Demolition of existing porch to the front and erection of two and one storey extensions to the rear and side. Re-rendering and cladding to property. Replacement windows and doors throughout. Proposed Entrance Gates.

Members noted that the Parish Council's objection to the following planning application was submitted to the Local Planning Authority on 18<sup>th</sup> December 2024.

## **RESOLVED**

**That the reports (i) and (ii), be noted.**

Councillor Clowes reported on the following planning application:-

- **New Planning Application**

(ii) **App No:** 24/5074/FUL

**Location:** Hatherton Lodge Hunsterson Road, Hatherton, Nantwich, Cheshire East, CW5 7RA

**Proposal:** Construction and operation of a solar farm together with all associated works, equipment and necessary infrastructure

Hatherton and Walgherton Parish Council had been considering the community benefits and mitigations in relation to this planning application. Laying the cable to the site was the responsibility of Scottish Power, so another planning application would have to be submitted for this work. A Statement of Community Involvement had taken place and was a good consultation, with some residents suggestions being implemented such as lots of ecological enhancements at critical visibility areas. There would be fencing and additional hedging, so that in the future, the fence line would visually disappear with the hedge growth. There was a request that Glover's Moss be revisited, so that it could be restored to a Moss.

## **RESOLVED**

**The Parish Council acknowledges the principle of development for a solar farm has been established for this site at appeal and so subject to the following conditions, the Parish Council offers no objection to this proposal:-**

- (i) **Glover's Moss is related to the National Nature Improvement Area, Meres and Mosses. Glover's Moss is not a pond and the Parish Council asks that the Cheshire East Ecology Officer and Cheshire/Shropshire Wildlife Trust are consulted to advise of appropriate Moss improvement strategies. What is currently in the report is not appropriate to the reclaiming of a historic Moss.**
- (ii) **In relation to Public Rights of Way, the Parish Council would like information on how these will be maintained during the construction period.**
- (iii) **Both Parish Councils request that they are informed as a priority consultee when the decision has been made regarding the location of the cables.**
- (iv) **The Parish Council welcomes the repositioning of the construction compound to the south of the site entrance to reduce noise and disturbance to local residents. The Parish Council asks that there is a condition, that post construction, the compound is reinstated to its previous pasture condition.**

## **6. BUDGET AND FINANCE REPORT 2024-2025**

The Parish Council considered a report of the Clerk and Responsible Financial Officer.

### **(i) Transactions**

## **RESOLVED**

**That the following transactions detailed below, from 1<sup>st</sup> April 2024, be approved:-**

<b>Payer/Payee</b>	<b>Details</b>	<b>Receipts</b>	<b>Payments</b>
CHESHIRE EAST COUNCIL	Precept	£1,523.50	
Clerk AN	Salary for Clerk		£244.20
ThenMedia	ThenMedia		£24.00
Clerk AN	Salary for Clerk		£244.20
ThenMedia	ThenMedia		£24.00
Hankelow Methodist Church	Room Hire		£60.00
Zurich Municipal	Annual Parish Council Insurance		£446.86
Clerk AN	Salary for Clerk		£244.20
Clerk AN	Expenses		£65.38
Scottish Power	Street Light		£177.85

Blakenhall Village Hall	Funding towards repairs to Village Hall (also spent £1,512.58)		£2,175.00
David Owen	Internal Audit Fee		£100.00
CHALC	Annual Subscription		£184.68
ThenMedia	Website 6 month fee		£144.00
CHESHIRE EAST COUNCIL	Precept	£1,523.50	
Clerk AN	Salary for Clerk		£308.10
David Owen	Balance of Internal Audit Fee		£20.00
Community Heartbeat	Defibrillator Maintenance		£198.00
Hankelow Methodist Church	Room Hire		£60.00
R Frodsham	Expenses		£25.55
Ash Humber	Tree Planting		£975.04
Royal British Legion	Poppy Appeal		£220.00
	Credit - Wreath	£30.00	
	Credit - Wreath	£30.00	
	Credit - Wreath	£25.00	
	Credit - Wreath	£25.00	
M Clough	Laptop Reimbursement		£340.00
M Clough	Microsoft 365 Reimbursement		£59.99
ThenMedia	Website 6 month fee		£144.00
	Credit - Wreath	£20.00	

**(ii) Approval of Payments**

**RESOLVED**

**That the payments detailed below, be approved.**

M Clough	Salary October to January		£417.67
HMRC	PAYE October to January		£104.40
Hankelow Methodist Church	January 2025 and March 2025 Room Hire		£70.00

**(iii) Budget Expenditure to 13th January 2025**

**RESOLVED**

**That the following Budget Head expenditure to 13<sup>th</sup> January 2025, be approved:-**

<b>Budget Head</b>	<b>Total</b>	<b>Budget Allocated</b>	<b>£ Difference</b>
Clerk Salary and PAYE	£1,562.77	£2,000.00	£437.23
Expenses	£90.93	£200.00	£109.07
Office Administration	£399.99	£450.00	£50.01
Insurance	£446.86	£450.00	£3.14
Subscriptions	£184.68	£200.00	£15.32
Internal Audit Fee	£120.00	£150.00	£30.00
Website/Emails	£336.00	£300.00	-£36.00
Room Hire	£120.00	£175.00	£55.00
Street Lighting	£177.85	£180.00	£2.15
Projects	£0.00	£175.00	£175.00

Remembrance	£220.00	£220.00	£0.00
Defibrillator Maintenance	£198.00	£200.00	£2.00
RINGFENCED CIL	£3,150.04	£5,982.14	£2,832.10
	<b>£7,007.12</b>	<b>£10,682.14</b>	<b>£842.92</b>

(iv) **Explanation of Variances**

**RESOLVED**

That the sum of £36.00 is vired from the Expenses Budget Head to the Website/Emails Budget Head.

(v) **Bank Reconciliation**

**RESOLVED**

That the Bank Reconciliation as at 31<sup>st</sup> December 2024, as detailed below, be approved:-

<b>Bank Reconciliation 31st December 2024</b>	
<b>DODINGTON AND DISTRICT PARISH COUNCIL</b>	
<b>Financial year ending 31 March 2025</b>	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at 29th November 2024	£
Current Account (11290091)	£11,055.21
Less: any unpresented cheques	£910.07
Add: any unbanked cash	£0.00
<b>Net bank balances as at 31st December 2024</b>	<b>£10,145.14</b>
<b>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows</b>	
<b><u>CASH BOOK</u></b>	
Opening Balance Current at 1st April 2024	£13,975.26
Add: Receipts in the year	£3,177.00
Less: Payments in the year	£7,007.12
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>	<b>£10,145.14</b>

(vi) **Bank Statements**

**RESOLVED**

That the Bank Statements, dated 30<sup>th</sup> October 2024 and 29<sup>th</sup> November 2024, as circulated with the Report, be received

## **7. BUDGET AND PRECEPT 2025-2026**

Members considered a report of the Clerk and Responsible Financial Officer which provided comprehensive information on a proposed Budget for 2025-2026 and options for setting a Precept for 2025-2026.

The forecasted expenditure was £5,000. If the Precept request was also £5,000, the cost for each Band D household would be £15.62 or 11p per week. This represented an increase of £5.71 (57.6%), on this year's Precept (£9.91 per Band D property) per property for the year.

### **RESOLVED**

- (i) That the 2025-2026 Budget, as Appended to these Minutes, be approved;**
- (ii) That the 2025-2026 Precept for the sum of £5,000.00 be approved, and the Clerk and Responsible Financial Officer be authorised to submit the Precept request to Cheshire East Council.**

## **8. AGAR – Exemption Certificate**

The Parish Council was advised that the incorrect AGAR form had been submitted to the External Auditor, and the Exemption Certificate had not been forwarded. This Parish Council was eligible to be exempt from an external audit due to its low level of income. The Parish Council's approval was now sought for the submission of the Exemption Certificate, which must be signed by the Chair and the Parish Clerk and Responsible Financial Officer.

### **RESOLVED**

**That the Exemption Certificate for the 2023-2024 AGAR be approved and signed by the Chair and the Clerk and Responsible Financial Officer, and submitted to the External Auditor.**

## **9. GOVERNANCE**

### **RESOLVED**

**That the following Policies be approved and uploaded onto the website:-**

- (i) Standing Orders 2024-2025**
- (ii) Financial Regulations 2024-2025**
- (iii) GDPR Policy 2024-2025**
- (iv) Publication Scheme 2024-2025**
- (v) Retention of Documents Policy 2024-2025**
- (vi) Code of Conduct 2024-2025**
- (vii) Risk Assessment 2024-2025**

## **10. ASSET REGISTER**

Members discussed the contents of the Parish Council's Asset Register.

<b>Description</b>	<b>Location</b>	<b>Cost</b>
Defibrillator	Bridgemere School	£2,500.00
Lenovo T490s Laptop	Clerk's Home Address	£340.00
Bus Shelter	Bridgemere Lane	£2,000.00
Noticeboard 1.	Bridgemere Lane	£1,500.00
Noticeboard 2.	Checkley Lane	£1,000.00
Noticeboard 3.	Bridgemere Lane, Manor Place	£1,000.00
Noticeboard 4.	Blakenhall Village Hall, Mill Lane	£1,000.00
Noticeboard 5.	Wrinehill Road, near Lea Hall	£1,000.00
Streetlight		£1.00

## **RESOLVED**

- (i) That Councillor Moore to inspect the assets and advises the Clerk;
- (ii) That the Clerk contact Cheshire East Streetlighting to ascertain ownership of the Streetlight on Checkley Lane, CW5;
- (iii) That the Clerk contacts the insurance company and enquires about insuring the 8 new trees.

## **11. PARISH COUNCILLOR REPORTS**

The Parish Council considered the following reports:-

Councillor Brewin raised concerns over hedge cuttings that had not been removed, and damage caused to a grass verge. Whilst the grass verge was responsibility of Cheshire East Council, the landowner was responsible for the work to his hedge.

The Chair and Councillor Clowes reported that they would be attending the forthcoming Police Cluster meeting. Councillor Moore asked them to raise a recent issue regarding a recent incident where a car was considered to be driving along a bridleway in suspicious circumstances and veered into a field.

Councillor Clowes reported on fly tipping on Hunsterston Road and flooding concerns at Lea Cottages that had been logged with Cheshire East Council.

## **12. DATE OF NEXT MEETING**

Members noted that the next meeting of the Parish Council would be held on Monday, 17<sup>th</sup> March 2025 at 7.30 pm at Hankelow Methodist Church, School Lane, Hankelow.

## **13. URGENT ITEMS**

The Chair reported that there were no items that required consideration as a matter of urgency.

## DODDINGTON AND DISTRICT PARISH COUNCIL

## BUDGET 2025-2026

Budget Head	Budget 2025-2026
Clerk Salary and PAYE	£1,850.00
Office Expenses	£150.00
Information Commissioner	£40.00
Insurance	£500.00
Subscriptions	£225.00
Internal Audit Fee	£150.00
Website/Emails	£400.00
Room Hire	£210.00
Street Lighting	£225.00
Projects:- Grit Bin investment Bridgemere Lane Improvements	£325.00
Remembrance	£350.00
Defibrillator Maintenance	£250.00
Payroll Provider	£150.00
Election Recharges	£175.00
<b>TOTAL</b>	<b>£5,000.00</b>