

Doddington and District Parish Council

Email: clerk@doddingtondistrict.org.uk
Website: www.doddingtondistrict.org.uk

12th May 2025

To the Members of Doddington and District Parish Council

Dear Councillor

You are hereby summoned to attend the **ANNUAL MEETING of the Doddington and District Parish Council** to be held on **Monday, 19th May 2025 at 7.30pm at Blakenhall Village Hall, Mill Lane, Blakenhall, CW5 7NP** when the undermentioned business is to be transacted.

Yours faithfully

M Clough

Mrs M Clough
Parish Clerk and Responsible Financial Officer

AGENDA

1. APPOINTMENT OF CHAIR

To appoint the Chair of Doddington and District Parish Council Business for the 2025/2026 Municipal Year.

2. APPOINTMENT OF DEPUTY CHAIR

To appoint the Deputy Chair of Doddington and District Parish Council Business for the 2025/2026 Municipal Year.

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members of the Parish Council.

4. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members of the Parish Council.

5. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 17th March 2025 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). Minutes attached.

6. PUBLIC FORUM

To receive any questions from Members of the Public.

7. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURNS 2024-2025

To consider and approve the following documents (documents circulated):-

(i) **AGAR Statement of Exemption 2024-2025**

(ii) **Section 1 - Annual Governance Statement 2024-2025**

(iii) **Section 2 – Accounting Statements 2024/25**

Members to note that the figures in boxes 7 & 8 were restated from £11,123.00 to £13,975.00. This is due to the new Parish Clerk being unable to obtain evidence to support the previous balances published in the sum of £11,123.00.

To receive the following documents (documents circulated):-

(iv) **Annual Internal Audit Report 2024-2025**

(v) **Detailed Internal Audit Report 2023-2024**

8. GOVERNANCE 2025-2026

To approve the following Governance documents:-

(i) **Standing Orders 2025-2026**

- (ii) Financial Regulations 2025-2026
- (iii) GDPR Policy 2025-2026
- (iv) Publication Scheme 2025-2026

- (v) Retention of Documents Policy 2025-2026
- (vi) Code of Conduct 2025-2026
- (vii) Risk Assessment 2025-2026
- (viii) Asset Register 2025-2026

9. REPORT FROM WARD COUNCILLOR

Councillor Clowes to report on any matters affecting the Parish.

10. TREE INSPECTION

Members of the Parish Council to report on their inspection of the trees.

11. STREET LIGHT – CHECKLEY LANE

Further to Minute 7 of the last meeting, Members to note that at the time of publishing the Agenda, the response received was:-

Firstly, we will need to contact Scottish Power to request the disconnection and the removal of the light. Therefore, we will contact you over the next week with the cost for the removal once we receive a quotation.

The Clerk will report to the meeting on any additional information received, so that a decision can be made.

12. CONCERN OF BOLLARDS INSTALLATION ON BRIDGEMERE LANE, HUNSTERTON

Councillor Clowes to report on this matter.

13. INSURANCE POLICY

To approve a quote of £214.00 for the Parish Council's Annual Insurance from Zurich Municipal.

14. FINANCE AND BUDGET 2025-2026

Report of the Clerk and Responsible Financial Officer circulated.

15. PLANNING APPLICATIONS

The Parish Council to consider an update from Councillor Clowes on the following:-

(i) Planning Applications

- New Planning Applications
- Ongoing Planning Applications
- Comments Submitted under Standing Orders

Application Number: 25/0834/PRIOR-14J

Location: Lower Den Farm Den Lane, Wrinehill, Crewe, Cheshire East, CW3 9BX

Proposal: Prior Approval for the installation of 90 kw roof mounted solar panels

Comments submitted on 20th March 2025

Doddington and District Parish Council supports the principle of roof mounted solar panels and supports this application, noting the proposed capacity is 90 KW.

Application Number: 25/0893/FUL

Proposal: Replacement dwelling house

Location: Beech Meadows Dingle Lane, Bridgemere, Nantwich, Cheshire East, CW5 7PZ

Comments submitted on 7th April 2025

In terms of the size of the property proposed, there is no significant change from the existing building, so largely acceptable.

We do however, note a new garage to the Dingle Lane frontage, but this would look subservient to the property from the A51 view points.

We feel strongly that the brick built property should be rendered the same as is now, insist that the new buildings will resemble the present property, and that any new roof tiles should match the existing, and be in line with the Barns

A new access has been designed off Dingle Lane, and subject to Highway Engineering giving the Ok , then we have no objection.

We note that the property will only continue to deteriorate, in its present state, so development of the site and property does seem to be the best solution.

If conditions are met, we believe the building satisfies the Housing and Design Policies of the Wybunbury Combined Parishes Neighbourhood Plan .

(ii) First Draft Local List Supplementary Planning Document

The Parish Council to consider the Draft Supplementary Planning Document (SPD) which seeks to help identify and give appropriate protections to the Borough's non-designated heritage assets by providing further guidance on how our Local List will be prepared and maintained. The public consultation period on this Document, ends on 11th June 2025.

The link to the document can be found here:- <https://cheshireeast.oc2.uk/document/1>

16. HIGHWAYS MATTERS

Councillor Clowes to update the Parish Council on any Highways matters, including:-

- Road Closure - Mill Lane, Wybunbury

17. .GOV WEBSITE AND CLERK .GOV EMAIL ADDRESS

The Parish Council to consider moving the website to HugoFox, under a .GOV domain, and also having an official .GOV email address for the Clerk.

The cost for the above is:-

- For the website build, the one-off cost is £189 + VAT.
- Annual maintenance website fee is £119.88 + VAT per year (£9.99 + VAT per month). This includes everything required: a .gov.uk domain, SSL certificate, hosting, unlimited pages, documents, data, and support.
- For .GOV email address £119.88 + VAT per year (£9.99 + VAT per month).

17. BLAKENHALL VILLAGE HALL

The Chair to provide an update report for consideration by the Parish Council.

18. MEETINGS FOR DODDINGTON AND DISTRICT PARISH COUNCIL 2025-2026

To approve the schedule of meetings for Doddington and District Parish Council for the 2025-2026 Municipal Year, (all to be held at 7.30 pm at Blakenhall Village Hall, unless otherwise agreed) as follows:-

21st July 2025

15th September 2025

17th November 2025

19th January 2026

16th March 2026

18th May 2026 – Annual Parish Meeting 7.00 pm

Annual Meeting of the Parish Council 7.30 pm

18. URGENT ITEMS

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be considered as a matter of urgency.