

Doddington and District Parish Council

17th March 2025

Commenced: 7.30 pm

Terminated: 9.15 pm

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

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Clowes.

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 20th January 2025 were approved as a correct record and signed by the Chair.

4. PUBLIC FORUM

There were no members of the public in attendance.

5. BLAKENHALL AND DISTRICT VILLAGE HALL

Members considered a request from the Blakenhall and District Village Hall Committee, seeking support, in terms of people and finance, for help with the running of the hall.

Since Covid, Blakenhall and District Village Hall had been very underused and the future of the Hall was in jeopardy, despite it being the only community resource in the area. Financially, the Committee was running out of the funds, to complete necessary maintenance.

A comprehensive discussion took place, and the Parish Council agreed to move its meetings to the Village Hall, whenever possible.

RESOLVED

That future meetings of Doddington and District Parish Council be held at Blakenhall and District Village Hall, whenever possible.

6. CHESHIRE EAST COUNCILLOR'S REPORT

In the absence of Councillor Clowes this item was deferred.

7. STREET LIGHT, CHECKLEY LANE, CW5

RESOLVED

- (i) **That the response from Cheshire East, as detailed on the Agenda, indicating that the ownership of the street light fell under the purview of private ownership or the Parish Council, be noted.**
- (ii) **That the removal of the street light be explored and reported to the next meeting.**

8. KEEP BRITAIN TIDY FORTNIGHT (21 March 2025 – 6 April 2025)

In the absence of Councillor Clowes this item was deferred.

9. TREES

Further to Minute 10 of the last meeting, the Parish Council noted that Public Liability Insurance would protect the Parish Council in the event that it was found negligent, resulting in accidental injury or damage to a third party or their property, in respect of its trees.

A risk assessment was required together with the implementation of appropriate risk management measures for the trees, which was presented for approval together with a Tree Policy.

RESOLVED

- (i) **That the Risk Assessment and Tree Management Policy, as appended to these Minutes at Appendix 1, be approved.**
- (ii) **That Parish Councillors make regular inspections of the trees, and any issues are reported to the next available meeting of the Parish Council.**

10. BUDGET AND FINANCE REPORT 2024-2025

Members considered a report of the Clerk and Responsible Financial Officer on the up-to-date position regarding the Budget and Finance 2024-2025.

(i) Transactions

RESOLVED

That the following transactions since 1st April 2024, be approved:-

Payer/Payee	Details	Receipts	Payments
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	

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	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	
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

(ii) Approval of Payments

RESOLVED

That the following payments, be approved:-

PKF Littlejohn	Fee for Late Submission of Exemption Cert.	£48.00
M Clough	February and March Salary	£235.46
HMRC	PAYE February and March	£58.80

(iii) Budget Expenditure to 10th March 2025

RESOLVED

That the following Budget Head committed expenditure to 10th March 2025, be approved:-

Budget Head	Total	Budget Allocated	£ Difference
Clerk Salary and PAYE	£1,857.03	£2,000.00	£142.97
Expenses	£90.93	£164.00	£73.07
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	£168.00	£150.00	-£18.00
Website/Emails	£312.00	£336.00	£24.00
Room Hire	£190.00	£175.00	-£15.00
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
	£7,395.38	£10,682.14	£454.66 (Excluding the Ringfenced CIL)

(iv) Explanation of Variances

The Clerk requested that the sum of £33.00 was vired from the Office Administration Budget Head to the Internal Audit Fee Budget Head (£18.00) and the Room Hire Budget Head (£15.00).

RESOLVED

That the sum of £33.00 be vired from the Office Administration Budget Head to the Internal Audit Fee Budget Head (£18.00) and the Room Hire Budget Head (£15.00).

(v) Bank Reconciliation

RESOLVED

That the Bank Reconciliation as at 10th March 2025, detailed below, be approved:-

<u>Bank Reconciliation 10th March 2025</u>	
DODINGTON AND DISTRICT PARISH COUNCIL	
Financial year ending 31 March 2025	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statement as at 28th February 2025	£
Current Account (11290091)	£10,099.14
Less: any unpresented cheques	£342.27
Add: any unbanked cash	£0.00
Net bank balances as at 10th March 2025	£9,756.88
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
<u>CASH BOOK</u>	
Opening Balance Current at 1st April 2024	£13,975.26
Add: Receipts in the year	£3,177.00
Less: Payments in the year	£7,395.38
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£9,756.88

(vi) Bank Statements

RESOLVED

That the following bank statements, as submitted with the report, be received:-

- **30th December 2024**
- **30th January 2025**
- **28th February 2025**

11. HMRC LATE FILING PENALTY CANCELLATION

The Clerk reported that the late filing penalty, recently issued by HMRC, had been cancelled following an appeal by the Parish Council's Accountant.

RESOLVED

That the report be noted.

12. ASSET REGISTER

RESOLVED

That the Asset Register, as appended to these Minutes at Appendix 2, be approved.

13. PLANNING MATTERS

Members considered the following:-

- New Planning Application
- (i) **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

RESOLVED

That Councillor Frodsham to investigate the details of the application, provide feedback to the Parish Council, which once agreed, will be submitted to the Local Planning Authority by the Clerk, under the Standing Order provision.

- (ii) **Application Reference Number:** 24/2172N
Location: Checkley Lodge Checkley Lane, Checkley, Nantwich, Cheshire East, CW5 7QA
Proposal: Extension/ alterations

Members noted that an Appeal was in progress, in relation to this application.

RESOLVED

That Councillor Frodsham to investigate the details of the application, provide feedback to the Parish Council, which once agreed, will [if necessary] be submitted to the Local Planning Authority by the Clerk, under the Standing Order provision.

- **Planning Comments submitted under Standing Orders**
- (iii) **Application Reference Number:** 25/0076/HOUS
Location: 5, Lea Hall Barns Wrinehill Road, Wybunbury, Nantwich, CW5 7NS
Proposal: Side and rear extensions

Members noted that the comments of the Parish Council were submitted to the Local Planning Authority on 9th February 2025. In summary, the Parish Council objected to the proposal.

RESOLVED

That the Parish Council's objections, be noted.

- (iv) **Application Reference Number:** 25/0112/HOUS
Location: Greenfields Farm Greenfield Lane, Hunsterson, Nantwich, CW5 7PT
Proposal: Proposed conversion and extension of an existing outbuilding into a garden room

Members noted that the comments of the Parish Council were submitted to the Local Planning Authority on 13th February 2025. In summary, the Parish Council suggested to the Local Planning Authority that a number of conditions should be attached to the proposal, if it was approved.

RESOLVED

That the report be noted.

14. CONSULTATION ON LOCAL TRANSPORT PLAN

Members considered Cheshire East Council's consultation on a proposed vision for the local transport network which would form the basis of a new Local Transport Plan.

RESOLVED

That individual Councillors, participate in the Consultation, if they wish to do so.

15. FEEDBACK FROM PRESENTATION FROM THE PCC / CEC MEETING HELD 19.02.25

The Chair presented feedback from the recent Police Cluster Meeting, and the Police and Crime Commissioner Meeting.

RESOLVED

That the report be noted.

16. PARISH COUNCILLOR REPORTS

Members of the Parish Council did not have any additional matters to report.

17. DATE OF NEXT MEETING

Members noted the following meetings:-

The Annual Parish Meeting would take place on Monday, 19th May 2025 at 7.00 pm at Blakenhall and District Village Hall

The Annual Meeting of the Parish Council would be held on Monday, 19th May 2025 at 7.30 pm at Blakenhall and District Village Hall

18. URGENT ITEMS

The Chair reported that there was no business that required consideration as a matter of urgency. He took this opportunity to extend his thanks to all Members of the Parish Council for their valuable input in the Community.

Doddington and District Parish Council Risk Assessment and Tree Management Policy

Doddington and District Parish Council's tree management policy acknowledges the benefits that its trees bring to the Villages while taking into account the need to ensure the safety of residents, visitors and property.

Benefits trees bring to Doddington and District

Create a pleasant green, rural environment for the benefit of residents and visitors.

Create an extensive wildlife environment for many and varied species of flora and fauna

Provides some shelter from adverse weather conditions, such as strong winds and high rainfall.

Contribute, in a small but useful way, to reduction of carbon dioxide and reduction of Global Warming

Risk Area	Location of trees	Hazard posed by trees	Possible outcome	Action to reduce risk
Medium	Adjacent to roadways Adjacent to footpaths	Shed branches/limbs Fall over	Injury to persons in vicinity Damage to property Damage to vehicles	Regular visual inspection of these areas by Parish Councillors

Doddington and District Parish Council Risk Assessment and Tree Management Policy

The individual risk of death attributable to trees is 1 in 10million, this is 10 times less than the threshold of one death in one million per year that the HSE says people regard as insignificant or trivial in their daily lives. (Common Sense Risk Management of Trees, National Tree Safety Group, Pub. Forestry Commission Dec 2011)

The actions carried out by Doddington and District Parish Council will be proportionate and cost effective. Where hazards are identified in high risk areas, these will be assessed by a Tree Surgeon. One of the following actions will be taken:

- Monitor if immediate action not required
- Carry out remedial work to reduce the hazard
- Fell the tree (this action only will be taken when there is no other option)

How risks are identified and by whom

- Regular, informal, visual inspections

Residents

- To contact Clerk or Parish Councillor if they observe problems with trees.

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Councillors

- Look out for tree damage/ problems whilst out and about.
- Carry out quarterly observations of the Village, which includes informal, visual inspection of trees

**DODDINGTON AND DISTRICT PARISH COUNCIL
ASSET REGISTER
2024-2025**

Description	Location	Cost
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

Inspected by:

P.W. 12

Date:

17TH March 2025