

**LITTLE BUDWORTH PARISH COUNCIL**  
**Minutes of Little Budworth Parish Council meeting held on**  
**Tuesday 6<sup>th</sup> February 2024 at Little Budworth Jubilee Hall**

23/

Meeting started 7.pm

<b>Present</b>	Cllr Peter Robinson (Chair) (PR), Cllr Cora Cowap (Vice Chair) (CC), Cllr Linda Jones (LCJ) Cllr Jenny Marshall (JM), Cllr Dave Lee (DL), Cllr Caroline Hall, (CH), Cllr Gareth Todd (GT) In Attendance -Tracey Whitlow – Parish Clerk (TW) Ward Cllr Charles Hardy (WC)	
<b>147</b>	<b>Apologies for Absence were received:</b> Cllr Chris Lee	
<b>148</b>	<b>Declarations of Members’ Interests:</b> Cllr Jenny Marshall – planning application 24/00166/LDC	
<b>149</b>	<b>Approval of Minutes:</b> The minutes of the Parish Council meeting held on Thursday 11 <sup>th</sup> January were approved & signed by the Chair, following an amendment.	
<b>150</b>	<b>Resolved: to alter order of business on the agenda to enable clerk attend to other commitments</b>	
<b>151</b>	<p><b>Clerks Report:</b></p> <p>Rural transport consultation now closed.</p> <p>TRO notifications - <b>LCJ</b> to post on Little Budworth Villagers Facebook page.</p> <p>Policies - updated and uploaded to website. Missing policies identified and are WIP.</p> <p>Website: “contact us” function fixed.</p> <p>Website: <b>DL</b> to have access to backend <b>TW</b> to set up.</p> <p>Website: <b>TW</b> to implement hosting renewal, due April 2024. Submitted costing agreed.</p> <p>Bench: Street furniture license granted. Payment from members budget received.</p> <p>Insurance: renewal due. New quote accepted, <b>TW</b> to complete renewal following circulating policy</p> <p>Precept: submitted and receipt received.</p> <p>Planning applications: not all LDCs are forwarded to LBPC from LPA. <b>TW</b> requested to write to CWAC requesting notification of all planning applications.</p> <p>Planning applications: <b>TW</b> to check CWaC register monthly as council do receive updates from LPA.</p>	<p><b>LCJ</b></p> <p><b>TW</b></p> <p><b>TW</b></p> <p><b>TW</b></p> <p><b>TW</b></p> <p><b>TW</b></p> <p><b>TW</b></p>
<b>152</b>	<p><b>Accounts/Financial:</b></p> <ol style="list-style-type: none"> <li>1. The cash book up to 30.01.24 approved</li> <li>2. Bank statements/reconciliation at 31.12.23 approved</li> <li>3. Note Income received/ratify payments made/authorise invoices received. <ul style="list-style-type: none"> <li>• J W Landscapes – Dec/Jan Grass cutting £129.50 ratified</li> <li>• Hi-vis vest for speedwatch volunteers £24.80</li> <li>• Clerks overtime January approved.</li> <li>• Clerks salary February approved.</li> <li>• Bank interest received £0.03.</li> <li>• Ground rent for the village green Egerton Estate £5</li> </ul> </li> </ol> <p>Note extra £10 payment on cash book to rectify 2 x £5 payments missed in previous 2 years on a separate bank account. (previous bank statements circulated)</p> <p><b>TW</b> to amend statement date for ease of producing bank reconciliations.</p> <p><b>GT</b> to follow up bank signatories for LJC with Barclays.</p>	<p><b>TW</b></p> <p><b>GT</b></p>
<b>153</b>	<p><b>2023-24 Audit:</b></p> <p><b>Resolved:</b> to use the same auditor Blanchfield &amp; Co, as last year.</p> <p><b>Resolved:</b> to certify as exempt from External audit as under £25k threshold</p>	
<b>154</b>	<p><b>Clerk left the meeting 7.30pm</b></p> <p><b>Cllr LCJ recorded the remaining minutes.</b></p>	

155	<p><b>Ward Councillor Report:</b>  CWaC Public Right of Way Officer appointed is following up Mondrem Green.  Ideas required re 2024 budget...preferably capital expenditure.  CWaC working on 2024 budget with aim of reducing deficit.  WC is attended meeting re Fox and Barrel planning proposal (see correspondence)  WC asked TW to ensure he is sent information on planned meetings.</p>	
156	<p><b>Public Participation:</b>  None present</p>	
157	<p><b>Update on UU:</b>  PR visited the site and gave praise for work carried out.  Large overflow tank built.  Site fully monitored by head office.  Damage to houses is WIP by independent company.  Request made for tanks not to be emptied on Sundays <b>PR</b>.</p>	
158	<p><b>Correspondence:</b>  Communication on behalf of Fox and Barrel received inviting PC to attend an information event.  The PC will consider this.</p>	
159	<p><b>Highways –</b>  CC has reported numerous potholes numerous times, with no/little response.  <b>WC</b> to support . <b>CC</b> to send details of Mill Lane potholes to WC.  Speed camera: <b>CL</b> has downloaded data. Formatting and Analysis required.  Speedwatch team recruited - Training commenced. Hi-vis vests ordered for H&amp;S.</p>	CC
160	<p><b>Planning Applications</b>  <b>24/00166/LDC</b> - Sundial House: reviewed with no objections.  <b>24/09179/FUL</b> - Keepers Cottage: request an extension.  <b>19/03641/AGR</b> - Build has commenced. <b>TW</b> to make a request to the planning dept to check that the build is within the agreed specification of the original application.</p>	TW TW TW
161	<p><b>D-Day:</b>  Following discussions, it was Resolved to light a beacon, as is being carried out across the country.  Thursday 6th June 2024.  Beacon to be ordered.  Details to be published on Facebook</p>	LCJ
162	<p>Cheshire Day:  No action</p>	
163	<p><b>New/updated Parish Plan:</b>  Further meetings to be organised</p>	
164	<p><b>Working Groups/committees</b></p> <ol style="list-style-type: none"> <li>1. <b>Litter Picks:</b>  the next on is Saturday 16<sup>th</sup> March 10am  Details to go on Facebook <b>CH</b> &amp; parish magazine <b>PR</b>  <b>PR</b> to request a donation for litter picking equipment from Oulton Park</li> <li>2. <b>Planting Group:</b> No activity</li> <li>3. <b>Parish Plan:</b> No activity</li> <li>4. <b>Oulton Park Liaison committee:</b> Next meeting 20<sup>th</sup> March 2024</li> <li>5. <b>Little Budworth Common:</b> next working party is 10th Feb. Last month, excellent progress on clearing proposed woodland glade. Tony, the ranger and his contractors have also done extensive scrub clearance and weed wiping right across the Common.</li> <li>6. <b>Little Budworth Charities.</b> Nothing to report</li> </ol>	

165	<b>Asset Maintenance &amp; Register</b> 1. <b>Village Green</b> <ul style="list-style-type: none"> <li>• <b>Playground hedge</b> – Grants – ongoing.</li> <li>• <b>Playground equipment</b> – Has been visually inspected.</li> <li>• <b>Land used for car parking</b> - Ongoing.</li> </ul> 2. <b>Speed Indicator Display sign</b> – CL – WIP- analysing data and putting in a report format.	
166	<b>Items for next meeting.</b> Annual Parish meeting.	
167	<b>Date for next meeting</b> – Tuesday 5 <sup>th</sup> March 2024 7pm	

Signed:

Date:

DRAFT