



**18<sup>th</sup> September 2025**

**Commenced: 7.30 pm**

**Terminated: 8.50 pm**

**Present: Councillor Wells (Chair)  
Councillors Brassington, Coulter, Crowe, Jones and Plunkett**

**Councillor Simon Eardley – Cheshire West and Chester Councillor**

**There was 1 member of the public in attendance**

**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence from Members of the Parish Council

**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 15<sup>th</sup> May 2025 were approved as a correct record and signed by the Chair.

**4. PUBLIC FORUM**

There were no questions raised by the member of public.

**5. DRAINAGE ISSUES ON GROVE ROAD**

Further to Minute 6 of the last meeting, the Chair provided an update on this ongoing matter and reported that following consultation with Cheshire West and Chester Council, confirmation had been received that they did not own the land in question, so were not responsible for its maintenance. This was confirmed by Councillor Eardley.

A meeting would be held on 1<sup>st</sup> October with the Chair, Councillor Eardley, Sanctuary Housing and residents, to relay this information.

**RESOLVED**

**That the report be noted.**

**6. BROADBAND**

There were no updates to consider at this meeting.

**RESOLVED**

**That the report be noted.**

**7. FINANCE AND BUDGET 2025-2026**

The Parish Council considered a report of the Clerk and Responsible Financial Officer on the following matters:-

(i) Transactions

**RESOLVED**

That the following transactions be approved:-

<b>Payer/Payee</b>	<b>Details</b>	<b>Receipts</b>	<b>Payments</b>
ICO	Annual charge		£47.00
HMRC	PAYE July		£91.40
CHALC	Training courses		£75.00
Five Villages Hall	Room Hire		£22.00
Muna Clough	July Salary		£246.56
Jeff Davies	July Salary		£119.12
Unity Trust Bank	Service Charge		£6.00
Juliet Plunkett	Reimbursement for purchase of plants		£49.95
Muna Clough	6 months home office payment		£60.00
HMRC	VAT Refund	£577.74	
John McDonald	Gardening - Email invoice 05/08/2025		£80.00
HMRC	PAYE August		£111.20
M Clough	August Salary		£286.06
Jeff Davies	August Salary		£158.57
Unity Trust Bank	Service Charge		£6.00

(ii) Approval of Payments

**RESOLVED**

That the following payments be approved:-

<b>Payer</b>	<b>Details</b>	<b>£</b>
J Davies	September Salary	Approx. £125.00
M Clough	September Salary	Approx. £255.00
HMRC	September PAYE	Approx. £80.00
J Davies	October Salary	Approx. £125.00
M Clough	October Salary	Approx. £255.00
HMRC	October PAYE	Approx. £80.00

(iii) Budget Expenditure to 11<sup>th</sup> September 2025

**RESOLVED**

That the following Budget Head expenditure to 11<sup>th</sup> September 2025, be approved:-

<b>Budget Head</b>	<b>Total</b>	<b>Budget Allocated</b>	<b>£ Difference</b>
Staff Costs	£2,415.31	£5,750.00	£3,334.69
Monthly Payments to Clerk for Home Office	£60.00	£120.00	£60.00
Travel	£0.00	£110.00	£110.00
Payroll	£0.00	£120.00	£120.00
Administrative Costs	£0.00	£100.00	£100.00
Room Hire	£22.00	£140.00	£118.00
Insurance	£300.00	£375.00	£75.00
Subscriptions	£284.82	£300.00	£15.18
Information Commissioner	£47.00	£40.00	-£7.00
Audit Fees	£136.50	£180.00	£43.50
St Oswald's School Field Licence	£0.00	£350.00	£350.00
Website	£226.80	£250.00	£23.20

Training	£50.00	£105.00	£55.00
Community Projects	£109.95	£3,745.00	£3,635.05
Gardener	£418.00	£800.00	£382.00
Remembrance Wreath	£0.00	£200.00	£200.00
Unity Trust Service Charges	£30.00	£80.00	£50.00
Repayment of PWLB Loan	£1,117.35	£2,235.00	£1,117.65
RINGFENCED CIL	£3,049.74	£3,605.10	£555.36
	<b>£8,267.47</b>	<b>£15,000.00</b>	<b>£10,337.63</b>

(iv) **Explanation of Variances**

**RESOLVED**

That the sum of £7.00 be transferred from the Audit Fees Budget to the Information Commissioner Budget.

(v) **Bank Reconciliation to 11th September 2025**

**RESOLVED**

That the following Bank Reconciliation as at 11th September 2025, be approved:-

<b><u>Bank Reconciliation 11th September 2025</u></b>	
<b>MOLLINGTON PARISH COUNCIL</b>	
<b>Financial year ending 31 March 2026</b>	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statement as at 31st August 2025	£
Current Account (07572433)	£23,595.06
Less: any unpresented payments	
Add: any unbanked cash	
<b>Net bank balances as at 11th September 2025</b>	<b>£23,595.06</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 at 1st April 2025	£16,034.79
Add: Receipts in the year	£15,827.74
Less: Payments in the year	£8,267.47
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>	<b>£23,595.06</b>

(vi) **Bank Statements**

**RESOLVED**

That the following bank statements, as circulated with the Report, be received:-

- **31<sup>st</sup> July 2025**
- **31<sup>st</sup> August 2025**

## **8. ASSET REGISTER 2025-2026**

### **RESOLVED**

**That the Asset Register, as Appended to these Minutes, be approved.**

## **9. HYNET PROJECT**

Members received a brief update from Councillor Jones, on suggested commencement dates for the work.

No further information had been received on compensation to the village (Community Benefit Fund package), for these works.

### **RESOLVED**

**That the report be noted.**

## **10. WARD COUNCILLOR'S BRIEFING**

Councillor Eardley reported on the following matters relating to the Parish:-

- Residents should be encouraged to attend the Hynet meetings;
- The Borough Council had not yet started the small community led projects;
- The canal leak issues were still ongoing but the Canal Trust was pursuing the landowner to complete repairs;
- A provisional call-in had been submitted for the Coalpit Lane planning application, citing unacceptable development in the greenbelt;
- A meeting with the Head of St Oswald's Primary School had not yet been held;
- The weeds on Townfield Lane had been reported and sprayed;
- The heavy overgrowth on Mollington Footpath 7 was now resolved and the gates would be painted;
- The Parish Council should consider introducing a Neighbourhood Plan and seek resident interest in the establishment of a Neighbourhood Plan Steering Group. This could be advertised in the Newsletter.

### **RESOLVED**

**That Neighbourhood Planning, be included on future Agendas as a standard item.**

## **11. PLANNING**

The Parish Council considered the following planning matters:-

- **New Planning Application/s**  
(i) **Reference Number:** 25/02444/FUL  
**Site Address:** Trotanoy Grove Road Lea by Backford Chester CH1 6LG  
**Proposal:** Front porch replacement with flat roof and roof terrace above. Replacement windows with stone surrounds to front elevation

### **RESOLVED**

**That no comments be submitted on this application**

- (ii) **Reference Number:** 25/02550/S73  
**Site Address:** Land At Parkgate Road Mollington Chester  
**Proposal:** Amendments to 18/01155/S73 (amendments to Plot 4 and associated landscaping) - Conversion of one building to dwelling, demolition of all other structures and erection of four new dwellings

**RESOLVED**

**That no comments be submitted on this application**

- (iii) **Reference Number:** 25/02561/FUL  
**Site Address:** Land Adjacent Ness Cottage Coalpit Lane Chester  
**Proposal:** Material change of use of land for stationing of caravans for residential occupation with associated hard standing and utility block (part retrospective)

**RESOLVED**

- (a) **That Councillor Brassington be authorised to draft comments which include sanitary/waste provision; newts; previous applications on the site;**  
(b) **That the Clerk be authorised to submit the comments drafted by Councillor Brassington, to the Local Planning Authority, on behalf of the Parish Council.**

- **Comments submitted under the provisions of the Standing Orders**
- (iv) **Reference Number:** 25/02357/PDQ  
**Site Address:** Warren Farm Townfield Lane Mollington Chester CH1 6LB  
**Proposal:** Conversion of agricultural barn into 3 dwellings (C3 use class) and associated building operations within the residential curtilage

**RESOLVED**

**That the comments submitted be approved.**

**11. INSTALLATION OF NEW NOTICE BOARD**

**RESOLVED**

- (i) **That Councillors Jones, Crowe and Wells install the Notice Board as soon as possible.**  
(ii) **That an advert seeking interest in the Neighbourhood Plan Steering Group be placed in the Notice Board with interested residents being asked to register their interest with the Clerk.**  
(iii) **That the Notice Board be used exclusively for Parish Council Notices.**

**12. PLANS FOR 2025-2026**

- **Community Event**

Councillor Brassington sought proposals for a community event.

**RESOLVED**

**That Councillors Brassington, Coulter, Jones and Plunkett, to look into arranging a Christmas event for this year, and a Spring/Summer event for next year, and report back to next meeting.**

**12. URGENT ITEMS**

The Chair was of the opinion that the following item should be considered as a matter of urgency.

**13. BENCH ON THE GREEN**

**RESOLVED**

**That a donation of up to £250.00 towards the purchase of a replacement bench on the Green, be approved.**

**14. DATE OF NEXT MEETING**

Members noted that the next date of the Parish Council was Thursday, 20<sup>th</sup> November 2025 at 7.30 pm at St. Oswald's Primary School.

## MOLLINGTON PARISH COUNCIL ASSET REGISTER 2025-2026

	Description	Location	Cost
1	Lenovo Laptop PC	Peach Tree House, Calveley Hall Lane, Calveley, Tarporley. CW6 9LG	£300.00
2	Wooden Bus Shelter	Townfield Lane	
3	Parish Notice Board	Townfield Lane	£1,500
4	Parish Notice Board	Grove Road	£3,050
5	4 x Planters	2 on Mollington Court and 2 on Townfield Lane (£600 each)	£2,400
6	2 x War Statues	Leamoll, Station Road, Chester. CH1 6NT	£350.00

Inspected by: *Cathernie Brassington*

Date: *18/09/2025*