



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

**Commenced: 7.30 pm**

**Terminated: 9.10 pm**

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

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

**There were 4 members of the public in attendance**

**1. CHESTER WEST AND CHESTER COUNCIL - HOUSING SITE OPTIONS FOR THE LOCAL PLAN**

The Parish Council welcomed Mr Robert Charnley, the Head of Planning and Place Making at Cheshire West and Chester Council, who presented an update on the Housing Site Options for the Local Plan.

Mr Charnley reported on the numerous changes to the planning plans that were being proposed and implemented in the Borough and Members considered the salient points including the substantial increase in the delivery of new homes annually, the consideration of all sustainable locations, even if they were designated as Green Belt, and Gypsy and Traveller sites.

**RESOLVED**

**That the report be noted.**

**2. APOLOGIES FOR ABSENCE**

All Members of the Parish Council were in attendance.

**3. DECLARATIONS OF INTEREST**

Councillor Plunkett declared an interest in any matters relating to Rose Farm, as she was a neighbour. She did not take part in any discussions or voting thereon.

**4. 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.

**5. PUBLIC FORUM**

The Members of the Public did not wish to speak at this juncture.

**6. DRAINAGE ISSUES ON GROVE ROAD**

Further to Minute 6 of the last meeting, the Chair provided an update on this ongoing matter. Discussions ensued regarding the responsibilities for drainage and clearing ditches, which in the main, lay with the landowners.

**RESOLVED**

**That the Chair and Councillor Eardley to invite all landowners to a meeting to discuss engaging a private company to investigate the drainage concerns, after which they can consider the next steps.**

## 7. BROADBAND

Further to Minute 6 of the last meeting, the Parish Council noted that Mr Dugine had advised that there were no further updates to report at this time.

## 8. 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:-

Payer/Payee	Details	Receipts	Payments
John McDonald	Gardening - Email Invoice 15/05/2025		£70.00
Jeff Davies	May Salary		£119.12
Muna Clough	May Salary		£246.56
HMRC	PAYE May 2025		£91.40
Unity Trust Bank	Service Charge		£6.00
CHALC	Training courses		£50.00
Active Leisure	Marshalling	£250.00	
PWLB	Repayment of Loan		£1,117.35
HMRC	PAYE June 2025		£91.40
TAGS	Newsletter printing		£60.00
John McDonald	Gardening - Email invoice 14/06/2025		£80.00
Muna Clough	June Salary		£246.56
Jeff Davies	June Salary		£119.12
Unity Trust Bank	Service Charge		£6.00
HugoFox	Website Set up Fee		£226.80
Greenbarnes	New Notice Board		£3,049.74
John McDonald	Gardening – Email invoice 11/07/2025		£80.00

### (ii) Approval of Payments

The Clerk reported that she had just been notified that the Local Government National Pay Award had been approved and that the impact would be 56p per hour. This would be backdated to 1<sup>st</sup> April 2025.

#### RESOLVED

(a) That the following payments, be approved:-

Payer	Details	£
J Davies	July Salary	Approx. £118.82
M Clough	July Salary	Approx. £246.76
HMRC	July PAYE	Approx. £102.66
J Davies	August Salary	Approx. £118.82
M Clough	August Salary	Approx. £246.76
HMRC	August PAYE	Approx. £102.66
M Clough	Home Office Allowance (6 months)	£60.00

(b) That the salaries due in August, be amended to reflect backpay due, in accordance with the advice of the Payroll provider.

(iii) **Budget Expenditure to 20<sup>th</sup> July 2025**

**RESOLVED**

That the following Budget Head expenditure to 20<sup>th</sup> July 2025, be approved:-

<b>Budget Head</b>	<b>Total</b>	<b>Budget Allocated</b>	<b>£ Difference</b>
Staff Costs	£1,402.40	£5,750.00	£4,347.60
Monthly Payments to Clerk for Home Office	£0.00	£120.00	£120.00
Travel	£0.00	£110.00	£110.00
Payroll	£0.00	£120.00	£120.00
Administrative Costs	£0.00	£100.00	£100.00
Room Hire	£0.00	£140.00	£140.00
Insurance	£300.00	£375.00	£75.00
Subscriptions	£209.82	£300.00	£90.18
Information Commissioner	£0.00	£40.00	£40.00
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	£60.00	£3,745.00	£3,685.00
Gardener	£338.00	£800.00	£462.00
Remembrance Wreath	£0.00	£200.00	£200.00
Unity Trust Service Charges	£18.00	£80.00	£62.00
Repayment of PWLB Loan	£1,117.35	£2,235.00	£1,117.65
RINGFENCED CIL	£3,049.74	£3,605.10	£555.36
	£6,908.61	£15,000.00	£11,696.49

(iv) **Explanation of Variances**

The Clerk reported that there were no virement requests.

(v) **Bank Reconciliation to 20<sup>th</sup> July 2025**

**RESOLVED**

That the following Bank Reconciliation as at 20<sup>th</sup> July 2025, be approved:-

<b>Bank Reconciliation 20th July 2025</b>	
<b>MOLLINGTON PARISH COUNCIL</b>	
<b>Financial year ending 31 March 2026</b>	
<b>Prepared by: Muna Clough, Parish Clerk &amp; RFO</b>	
<b>Balance per bank statement as at 30th June 2025</b>	<b>£</b>
<b>Current Account (07572433)</b>	<b>£27,732.72</b>
<b>Less: any unrepresented cheques</b>	<b>£3,356.54</b>
<b>Add: any unbanked cash</b>	
<b>Net bank balances as at 20th July 2025</b>	<b>£24,376.18</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>	
<b>Opening Balance at 1st April 2025</b>	<b>£16,034.79</b>
<b>Add: Receipts in the year</b>	<b>£15,250.00</b>
<b>Less: Payments in the year</b>	<b>£6,908.61</b>
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>	<b>£24,376.18</b>

**(vi) Bank Statements**

**RESOLVED**

**That the following Bank Statements, submitted with the report, be received:-**

- **31<sup>st</sup> May 2025**
- **30<sup>th</sup> June 2025**

**9. HYNET PROJECT**

Councillor Eardley reported that the Hynet financial position had strengthened and that he was in discussions with the organisation and had suggested that substantial funding should be passed back to the village as a result of the project.

**RESOLVED**

**That the report be noted.**

**10. WARD COUNCILLOR'S BRIEFING**

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

- 600 responses had been received following proposals for the Local Plan;
- Ongoing work involving Travellers sites and planning matters;
- A Community lead scheme by the Borough Council involved tree pruning, low level hedge trimming, cleaning of signs, removal of vegetation on pavements;
- Unveiling of the boundary post;
- Canal leak;
- Activity at the golf course;
- Speeding concerns

**RESOLVED**

**That the report be noted.**

**11. PLANNING**

The Parish Council considered the following planning matters:-

- **New Planning Application/s Comments submitted under the provisions of the Standing Orders**

**(i) Reference Number:** 22/00873/FUL

**Site Address:** Rose Farm Townfield Lane Mollington Chester Cheshire CH1 6NJ

**Proposal:** Conversion of an existing two storey barn into a residential dwelling and conversion of an existing, detached barn into a residential dwelling

**RESOLVED**

**That the comments submitted to the Local Planning Authority, as circulated with the Agenda, be approved.**

- **Decided Planning Application/s**

**(ii) Planning Application Reference: 25/00430/S73**

**Location:** Warren Farm Townfield Lane Mollington Chester CH1 6LB

**Proposal:** Farm redevelopment including conversion of buildings to 5 dwellings, demolition of several existing buildings and the erection of new agricultural buildings. Application to vary condition 2 (approved plans) of planning permission 20/04324/FUL to amend the car parking and garden area layout for Units 3 to 5 and internal floorplan of Unit 5, and roof plan of Units 3 to 5 (as built).

**Decision:** Approval

**RESOLVED**

**That the decision be noted.**

**12. CIL MONIES**

(i) Members noted that the Notice Board for Grove Road, from Greenbarnes had now been purchased in the sum of £3,049.74.

**RESOLVED**

**That the installation of the Notice Board by Councillor Jones, Crowe and a resident, before the next meeting of the Parish Council, be approved.**

(ii) Councillors Coulter and Plunkett reported that the planters were now ordered and some plants had been purchased.

**RESOLVED**

**That the report be noted.**

**13. PLANS FOR 2025-2026**

**(i) Purchase of Trees**

The Parish Council considered the purchase of an appropriate tree, after considering the following points raised by the Borough Council:-

- if the trees were to be planted where the previous trees were removed then a licence to plant was not required;
- utility checks in the area, before planting
- the original trees were removed due to disease, so advice was given that trees from the Rosaceae family should be avoided
- consideration should be given to the eventual size of the trees and their impact on adjacent properties.

**RESOLVED**

**That the purchase of a Cherry Tree, for the tree planting season in November, be approved.**

**(ii) Community Decorations for Christmas**

Members discussed a variety of Christmas decorative proposals. Councillor Jones agreed to store any statues purchased for Christmas.

**RESOLVED**

- (a) That an order for 2 x Nativity Statues in the sum of £75.00 to be placed by Councillor Coulter, together with an appropriate cover, be approved.
- (b) That the Clerk writes to Saughall Parish Council to enquire about the arrangements for installing Christmas lights on the highways.

**(iii) Remembrance Day – Poppies and Wreath**

The Parish Council considered proposals from the Chair regarding Remembrance Day.

**RESOLVED**

- (a) That the purchase of wreaths and poppies to a maximum of £200.00, by the Chair, be approved.
- (b) That the authorisation of the purchase of a Remembrance Bench following consultation with the Chair and Clerk, be approved via the Standing Orders, following proposals circulated by the Chair.

**(iv) Newsletter**

The Chair reported that the Newsletter had been distributed by himself and Councillor Plunkett and had been well received.

**RESOLVED**

**That the next newsletter be distributed by Christmas.**

**14. URGENT ITEMS**

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

**15. DATE OF NEXT MEETING**

The Members noted that the next date of the Parish Council was Thursday, 18<sup>th</sup> September 2025 at 7.30 pm at St. Oswald's Primary School.