

LITTLE BUDWORTH PARISH COUNCIL
Minutes of Little Budworth Parish Council meeting held on
Tuesday 1st April 2025 at Little Budworth Jubilee Hall

Meeting started 7pm

24/

Action by

	<p>Present: Cllr Peter Robinson (PR) (Chair), Cllr Cora Cowap-Jones (Vice Chair) (CCJ), Cllr Linda Jones (LCJ), Cllr Caroline Hall (CH) Cllr Dave Lee (DL), Cllr Chris Lee (CL), Cllr Samantha Crossley-Spann (SC). In Attendance -Clerk -Tracey Whitlow (TW).</p>	
183	<p>Apologies for Absence were received & approved from: Cllr Jenny Marshall (JM), Ward Councillor Charles Hardy</p>	
184	<p>Declarations of Members' Interests: None</p>	
185	<p>Approval of Minutes: The minutes of the Parish Council meeting held on Tuesday 4th March were approved & signed by the Chair.</p>	
186	<p>Ward Councillor Report: Not present.</p>	
187	<p>Public Participation: None present</p>	
188	<p>Clerks Report: Finance – suggested using the CIL monies to pay for the fencing to the green. Approved. TW to include on the CIL report. New JPAG (Joint Panel for Accountability & Governance) came out yesterday It is looking likely that .gov.uk domains will become a necessity from next year (2026-27) – suggest the PC get the process underway which will give a 12 month overlap of .org.uk & .gov.uk for forwarding of emails from one to the other. TW to investigate costings. New JPAG – all smaller authorities to have an IT policy by 31.03.26 Volunteer Scheme from CWAC – (aimed at putting volunteers under the CWAC insurance) following a meeting TW feels this is unworkable for the PC, as CWAC's remit is too stringent. To continue with the litter pickers and other volunteers remaining under the LBPC insurance. (see 24/194) Bank – LCJ has finally been added to the bank signatories. Further issues. Further paperwork signed. TW has raised a complaint. £100 to be paid to the PC as compensation for hours used. TW to produce an Internet Banking Policy, as none at present, good practice, for review in June. Next meeting will be the Annual Meeting of the PC, (AMPC) also to add Annual Parish Meeting (APM) before ordinary meeting.</p>	<p style="text-align: right;">TW TW TW TW</p>
189	<p>Accounts/Financial:</p> <ol style="list-style-type: none"> 1. Cash book up to 26.03.25 approved. 2. Bank statements/reconciliation at 26.03.25 approved. 3. Note Income received/ratify payments made/authorise invoices received. <ul style="list-style-type: none"> • March payroll 	

	<ul style="list-style-type: none"> • JW Landscapes – fencing repairs £1310 – to be taken from the CIL reserves. • Clerks expenses Jan-Feb £72.10 • Jubilee Hall – hall hire Sept-March £150 <p>4. Receipts</p> <ul style="list-style-type: none"> • Bank Interest £64.69 • Egerton Estate – towards upkeep of the green £586.66 <p>5. Asset Register: To confirm locations of items on the asset register and remove obsolete items. Approved.</p>	
190	<p>Correspondence (unless an agenda item): None not already circulated or actioned.</p>	
191	<p>Village Events: VE Day event is now all planned. Village Fete 07/06/25– Discussion on allowing dogs onto the green for the event. All enclosed playgrounds have a CWAC Public Space Protection Order (PSPO) which does not allow dogs (assistance dogs excluded). Resolved not to allow dogs on the play area, but can be accommodated on the surrounding land, for the event. Land next to the green to be used for the event, this will require maintenance prior to the event. There will be a raffle, cloakroom ticket raffle on the day, so no licence is applicable.</p>	
192	<p>Highways: Several potholes have been repaired within the village, with many still visible. CJ, DL & CL to meet to put together items for the 4 parish Highways meeting, being organised by WC. The group will communicate with WC</p>	
193	<p>Planning Applications: New planning applications: 22/03564/S73 Cobden Farm Variation of conditions. – The Steering group are pleased to see this finally moving forward. 25/00810/PDR Oulton Lowe Farm change of use of agricultural building to B8 storage. - Reviewed – no comment. Decisions/Appeals from LPA: 24/03505/FUL- 12 Townfield Drive Little Budworth Tarporley Cheshire CW6 9BX Proposal Single and two storey rear extension Approved 19/03/25</p>	
194	<p>Litter Picking Risk Assessment: JM had circulated a risk assessment for review. Discussed. Resolved to adopt making it clear that only organised litter picks are covered by the PC and there should be no lone workers. TW to amend and send back to JM.</p>	TW
195	<p>War Memorial Maintenance: TW has received a quote for painting the fence around the war memorial of £600 plus the cost of the paint. Discussed. PR to take this back to the Little Budworth charities, who have offered to contribute to the cost for confirmation. Resolved PC will contribute up to £500. PR to update TW on the charities decision before engaging contractor. TW to check on contractors lead time as would be appreciated before the WWII event being held on 13.07.25</p>	PR TW
196	<p>Appointment of Internal Auditor: Discussed. Resolved to ask Blanchfield & Co to complete the 2024-25 internal audit.</p>	TW

197	<p>Working Groups/committees:</p> <ol style="list-style-type: none"> 1. Litter Picks: JM has requested that individuals doing their own litter picks do not contact her for this, also to dispose of any litter collected. JM only manages the organised litter picks and disposal of rubbish collected then. Anyone litter picking outside of the organised events do so at their own risk, they are not covered on the PC insurance. 2. Planting Group: The PC offered thanks to all involved. The village is looking fabulous. Tidy-up evening is planned for 30.04.25 3. Oulton Park Liaison committee: Meeting held. Events discussed. Villagers Day 06.07.25. Fun Run in the Pit (provisional) 31.08.25. Oulton Park have offered to dispose of any rubbish from the village fete. Thank you. Police are to monitor traffic leaving OP events. PR to liaise with MOP to order the memorial bench for the OP Memorial. 4. Little Budworth Common: Contractors have cleared large areas. The steps by the big pond are to be replaced. 5. Little Budworth Charities. Meeting held attended by PR. 	PR
198	<p>Asset Maintenance & Register:</p> <ol style="list-style-type: none"> 1. Village Green <ul style="list-style-type: none"> • PR has carried out a visual inspection of the playground equipment. • JW Landscaping has completed the fence work. 	
199	<p>Action List: Discussed.</p>	
200	<p>Items for next meeting: Phone box refurbishment. APM, AMPC</p>	
201	<p>Date for next meeting – Tuesday 6th May 2025 following the APM & AMPC at The Jubilee Hall, Little Budworth.</p>	

Meeting Closed 8.40 pm

Signed:

Date: