

LITTLE BUDWORTH PARISH COUNCIL
Minutes of Little Budworth Parish Council meeting held on
Tuesday 2nd December 2025 at Little Budworth Jubilee Hall

Meeting started 7pm

Action by

	<p>Present: Cllr Samantha Crossley-Spann (Chair) (SC), Cllr Linda Jones (LCJ), Cllr Ricard Percival (RP), Cllr Chris Lee (CL), Cllr Dave Lee (DL), Cllr Jenny Marshall (JM) Cllr Peter Robinson (PR) (present to discuss 1 agenda item)</p> <p>In Attendance -Clerk -Tracey Whitlow (TW), Ward Councillor Charles Hardy (WC)</p>	
25/117	<p>Apologies for Absence were received & approved from: Cllr Caroline Hall (CH),</p>	
25/118	<p>Declarations of Members' Interests: None</p>	
25/119	<p>Approval of Minutes: The minutes of the Parish Council meeting held on Tuesday 4 November 2025 were approved and signed by the chair.</p>	
25/120	<p>Ward Councillor Report: WC reported on: Highways 4 council meeting to be held on 11/12/25 DL & CL to attend. Encouraged councillors to send further agenda items to TW for inclusion.</p>	
25/121	<p>Public Participation: None</p>	
25/122	<p>Clerks Report: Fly tipping signs – TW presented costings of £20-£45 depending on plastic or metal. Resolved to order 2 signs in metal. RP to organise posts and fit. TW is working on getting the NS&I account transferred to the bank.</p>	TW
25/123	<p>Accounts/Financial:</p> <ol style="list-style-type: none"> 1. Note Income received/ratify payments made/authorise invoices received. Payment Schedule Approved & signed. See Appendix 1 MSV duplicate payment refunded, with audit trail. 2. Bank Reconciliation to 31.10.25. and bank statements Approved and signed. See Appendix 2 3. Amended schedule of pre-authorized payments, to allow ad hoc payments under £200 for the events working group between meetings approved. 	
25/124	<p>Highways:</p> <ol style="list-style-type: none"> 1. Gulley cleaner has been around the village. 2. Current highways issued. No updates received. 3. DL & CL have not had a working group meeting since the last PC meeting. To attend Highways 4 council meeting. 	DL CL
25/125	<p>Planning Applications: New planning applications notified from LPA since the last meeting: None</p>	

	<p>Decisions/Appeals from LPA: 24/01792/FUL York hill Stud, Chester Road, Little Budworth. (Renewal of 20/03985/FUL) conversion of redundant agricultural building to one residential unit. Approved</p>	
25/126	<p>Marquee: The PC marquee has been damaged by wind. Replacement/hiring discussed. Resolved to add £1k to the budget for 2026-27 to finance a replacement.</p>	
25/127	<p>Little Budworth Charities Trustee: Former councillor has stood down. Vacancy for a councillor as a trustee. Resolved for Cllr Richard Percival to take on this role.</p>	
25/128	<p>Village Maintenance: Mini road sweeper discussed. A Cllr has offered for his business to hire and be the responsible person for the road sweeper. He is covered by his business insurance to carry out the work. Council resolved to refund the cost of the hire of £938 + VAT for a weeks hire. Copy of Cllr's PL Insurance to be presented to council before use. This is planned for mid-January.</p>	
25/129	<p>Budget 2026-27: 2nd draft budget discussed. Marquee budget figure added. Resolved to approve the proposed budget of £19292. Precept to be set at the January meeting, following receipt of tax base figures from CWAC. TW to circulate approved budget.</p>	TW
25/130	<p>Village Green Lease Renewal: PR present to discuss this only. PR has been in contact with the Egerton Estates, from whom the PC lease the village green. The original 25-year lease has expired. To be added to January agenda.</p>	
25/131	<p>Working Groups/committees updates:</p> <ol style="list-style-type: none"> Litter Pick November litter pick cancelled due to weather. Next one 07/02/26 – previous budget of £200 for refreshments to be used here. Oulton Park Liaison committee: PR did not attend the last meeting. No noise complaints received. Little Budworth Common: Working group have been out with the warden. Area to glade cleared. To clear brush over winter. Little Budworth Charities. No meeting. 	
25/132	<p>Asset Maintenance & Register:</p> <ol style="list-style-type: none"> Playground RoSPA inspection report still to be received. TW has followed up. Playground has been visually inspected by LCJ 	TW
25/133	<p>Action List: Discussed.</p>	
25/134	<p>Items for next meeting: Precept. Staffing- Internal Audit recommendations. Village Green lease.</p>	
25/135	<p>Date for next meeting – Tuesday 6th January 2026 7pm at The Jubilee Hall, Little Budworth.</p>	
25/136	<p>Staffing: To consider Internal audit/contractual issues not resolved at the September to November meetings. Resolved to take this to Part B confidential. Paperwork not received back from ChALC. No decisions made. Add to next agenda</p>	

Meeting Closed 8.15pm

Signed:

Date:

Appendix 1

<u>BANK RECONCILLIATION</u>	
Barclays Premium	£23,517.89
Barclays Community	£200.00
Investment account	£7,274.00
26.11.25	<u>£30,991.89</u>
<u>CASH BOOK RECONCILIATION</u>	
Total B/F 01.04.25	£22,911.83
Receipts to date	£16,270.95
Expenditure to date	£8,190.89
Balance 26.11.25	<u>£30,991.89</u>

Appendix 2.

Little Budworth Parish Council		02.12.25
Receipts & Payments		
<i>Income Received since last meeting:</i>		
	none	£0.00
		£0.00
<i>Payments ratified/for approval</i>		
R	J Wright -October maintenance	£180.00
R	clerk expenses Sept-Oct	£81.20
R	Refund MSV dupliate payment	£2,541.50
A	Jubilee Hall	£200.00
		£3,002.70