

**LITTLE BUDWORTH PARISH COUNCIL**  
**Minutes of Little Budworth Parish Council meeting held on**  
**Tuesday 5<sup>th</sup> June 2025 at Little Budworth Jubilee Hall**

**Meeting started 7pm**

**25** **Action by**

	<p><b>Present:</b> Cllr Peter Robinson (PR) (Chair), Cllr Linda Jones (LCJ), Cllr Dave Lee (DL), Cllr Samantha Crossley-Spann (SC). Cllr Jenny Marshall (JM),</p> <p>In Attendance -Clerk -Tracey Whitlow (TW).  Ward Councillor Charles Hardy (WC) (7.30pm)  2 Members of the Public (MOPs)</p>	
<b>25/19</b>	<p><b>Apologies for Absence were received &amp; approved from:</b>  Cllr Chris Lee (CL), Cllr Caroline Hall (CH)</p>	
<b>25/20</b>	<p><b>Declarations of Members' Interests:</b>  None</p>	
<b>25/21</b>	<p><b>Approval of Minutes:</b>  The minutes of the Parish Council meeting held on Tuesday 6 May 2025 were approved &amp; signed by the Chair.</p>	
<b>25/22</b>	<p><b>Ward Councillor Report:</b>  Coach Road is to have surface treatment work later this week. He will chase Highways on the white line markings at the junction with the A49</p>	
<b>25/23</b>	<p><b>Public Participation:</b>  2 MOP's attended the meeting to bring to the councils attention the increase in United Utilities wastewater tractors &amp; tanks. They estimate that 2 vehicles per day, 7 days a week are travelling through the village to the treatment works off Well Lane, before the upgrade at the plant works there was 1 per week. The tankers are also a larger than those used previously. MOP were asked to email the clerk with all the information and the parish council would investigate further.</p>	
<b>25/24</b>	<p><b>Election of Vice Chair:</b>  Cllr Samantha Crossley -Spann was proposed and seconded, voted unanimously.</p>	
<b>25/25</b>	<p><b>Clerks Report:</b>  <b>Defibrillator:</b> TW has been added as a guardian as a back-up.  <b>CIL Report</b> has been sent to CWAC.  <b>RoSPA Inspection</b> to be carried out this month.  <b>Councillor Vacancy Notice</b> is due to expire. Elections team will contact TW in the coming week.</p>	
<b>25/26</b>	<p><b>Accounts/Financial:</b></p> <ol style="list-style-type: none"> <li>1. Note Income received/ratify payments made/authorise invoices received.  Appendix 1</li> <li>2. Bank Reconciliation approved and signed.  Appendix 2</li> </ol>	

25/27	<p><b>Village Events:</b>  <b>Village Fete</b> final preparations are in hand for the event this weekend.  <b>Scarecrow Trail</b> - 42 scarecrows are being displayed around the village. Great effort by all involved.</p>	
25/28	<p><b>Highways:</b>  Verges have been cut back through the village, but not around any signage/posts, leaving visibility poor at some junctions. WC to take this further.</p>	WC
25/29	<p><b>Planning Applications:</b>  <b>New planning applications:</b>  No new planning applications received since the last meeting.</p> <p><b>Decisions/Appeals notified from LPA</b>  <b>25/00852/FUL</b> 3 Yew Tree Close Little Budworth Removal of existing conservatory, erection of single storey side, single storey rear extensions. <b>Approved 15.05.25</b></p>	
25/30	<p><b>Internal Audit Report:</b>  Internal audit report reviewed, only one comment from the auditor that the clerks annual pay review does not appear to have happened for the last 2 years. This is to be followed up by the council.</p>	
25/31	<p><b>Exemption Certificate 2024-25:</b>  Council <b>Resolved</b> to certify as exempt from an external audit as under the £25k threshold. TW to send to the External auditor &amp; add to website.</p>	TW
25/32	<p><b>Annual Governance Statement 2024-25:</b>  All items on the governance statement were confirmed and signed by clerk &amp; chair. TW to add to the website</p>	TW
25/33	<p><b>Accounting Statements 2024-25:</b>  Accounting statements confirmed and signed by the clerk &amp; chair. TW to add to the website.</p>	TW
25/34	<p><b>Provision of Public Rights:</b>  Six-week period of public rights dates set for 4 June to 15 July. Notice to be added to the noticeboard and website.</p>	LCJ TW
25/35	<p><b>Phone Box Refurbishment:</b>  Deferred.</p>	
25/36	<p><b>Working Groups/committees:</b></p> <ol style="list-style-type: none"> <li>1. <b>Litter Picks:</b> Proposed date for the next litter picks are 3 September &amp; 15 November.</li> <li>2. <b>Planting Group:</b> Volunteers working well throughout the village. Thank you to all.</li> <li>3. <b>Oulton Park Liaison committee:</b> No meetings held</li> <li>4. <b>Little Budworth Common:</b> There has been more vandalism to the toilet block. Putting posts in to stop vehicles driving too far on to the Common.</li> <li>5. <b>Little Budworth Charities.</b> No meetings.</li> </ol>	
25/37	<p><b>Asset Maintenance &amp; Register:</b></p> <ol style="list-style-type: none"> <li>1. <b>Village Green</b> <ul style="list-style-type: none"> <li>• Playground visually inspected by PR</li> </ul> </li> </ol>	
25/38	<p><b>Action List:</b> Discussed.</p>	

<b>25/39</b>	<b>Items for next meeting:</b> Highways subcommittee. Set Date for clerks annual review.	
<b>25/40</b>	<b>Date for next meeting –</b> Tuesday 1 July 2025 7pm at The Jubilee Hall, Little Budworth.	

Meeting Closed 8.30pm

Signed:

Date:

Appendix 1

<b>Little Budworth Parish Council Income &amp; Expenditure</b>		03.06.25
<b><i>Income Received since last meeting:</i></b>		
	fete sponsorship	£40.00
		<b>£40.00</b>
<b><i>Payments ratified/for approval</i></b>		
R	Refund MOP - Gate repairs	£46.98
R	Table hire for fete	£145.20
A	J Wright - Mowing etc	£500.00
A	Refund Cllr - Gift for former Cllr (from Chairs allowance)	£31.98
		<b>£724.16</b>

Appendix 2.

<b>Little Budworth Parish Council</b>			
<b>Bank Reconciliation as at 29.05.25</b>			
<b>Prepared by T Whitlow - Clerk</b>			
<b>Presented to Council 03.06.25</b>			
<b>BANK RECONCILIATION</b>			
	Barclays Premium	£25,249.34	
	Barclays Community	£200.00	
	Barclays other ac	£5.09	
	Investment account	£7,274.00	
	<b>Total</b>	<b>£32,728.43</b>	Y
<b>CASH BOOK RECONCILIATION</b>			
	Total B/F 01.04.25	£22,911.83	
	Receipts to date	£12,040.00	
	Expenditure to date	£2,223.40	
	<b>Balance</b>	<b>£32,728.43</b>	Y